

Overnight Float Sub Acute Care Program

POSITION DESCRIPTION:

In addition to monitoring and supervision, provide for the health and safety of residents during overnight shift.

KEY AREAS OF RESPONSIBILITY:

1. Provide direct supervision to residents to ensure their health and safety during shift.
2. Maintain appropriate personal and professional boundaries and awareness with residents, families, co-workers and community resources, etc...
3. Consistently role model appropriate behaviors, emotions, and communication skills, i.e., anger management, conflict resolution, and problem solving skills.
4. Utilize verbal de-escalation skills during crisis intervention.
5. Utilize approved behavior management techniques including use of de-escalation room and passive physical restraint when physical intervention is necessary for crisis management.
6. As appropriate, aid clients in reaching goals and objectives as outlined by milieu program, individual treatment plans, behavior management plans, and individualized treatment programs through therapeutic interventions.
7. Assist residents to gain the skills to live in a less restrictive setting.
8. Complete and maintain all required documentation pertaining to residents, i.e., daily logs, medication reports, restraint records, incident reports, etc.
9. Conduct chart reviews in every cottage. This is to be done on every file for all three cottages.
10. Audit and review closed files to prepare for archiving.
11. Utilize agency policies when responding to emergencies.
12. Throughout shift, perform bedroom checks on a random, unpredictable basis not exceeding 20 minutes between checks.
13. Attend staff meetings, program development meetings, and staff retreats as directed by Supervisor.
14. Promote effective team work, cooperation and communication among program personnel.
15. Participate in in-house orientation and training sessions to increase professional ability.
16. Maintain a safe environment by reporting facility safety concerns to appropriate staff.
17. Participate in regularly and accurately filing documents in each client's file.
18. During each shift, wash, dry and fold all accumulated soiled laundry.
19. At beginning of shift, ensure building is secured and all doors are locked
20. At the beginning of the shift the Overnight Float is to spend 30 minutes in each cottage and check on each cottage regularly throughout the shift
21. At the end of each shift the Overnight Float is to spend 30 minutes in each cottage and checking in at each cottage to ensure that there are ample staff for supervision
22. On occasion the Overnight Float may be asked to relieve an Overnight Childcare Worker so that they may use the restroom, take a short break, or attend to other tasks including, but not limited to, doing laundry, assisting in a crisis, etc.
23. The Overnight Float may also be asked to fill-in as the second Overnight Childcare Worker if there is not a second worker available or if an additional worker is needed to fulfill the requirements of a safety watch.
24. Maintain all necessary credentials per agency and licensing requirements.
25. Seek and/or utilize feedback provided by supervisors for professional development.
26. Demonstrate a high degree of skill in communication and positive interaction with all Ryther employees, prospective employees, external agencies/companies and the community at large.
27. Perform all other duties as assigned.

ESSENTIAL JOB REQUIREMENTS:

1. Commitment to the Vision, Values and Mission of the agency.
2. Acceptance of a variety of lifestyles, behaviors, cultural, and spiritual practices.
3. 21 years of age.
4. High school education with at least two (four) years combination of experience and training working with children, youth, and families in residential/home-based programs.
5. Ability to maintain awareness of culturally relevant issues while interaction with clients, families, co-workers, and community members.
6. Ability to work within a strengths based model.
7. Knowledge and understanding of family-centered practice principles.
8. Valid Washington state driver's license.
9. Full time Residential Counselors must have the ability to drive agency vehicles and have a good driving record.
10. Ability to exercise discretion and maintain customer and employee confidentiality.
11. Ability to work within the framework of a therapeutic milieu.
12. Effective written and verbal communication skills.
13. Flexibility and ability to work a varied schedule including evenings, overnights, weekends, and holidays.
14. Ability to perform verbal de-escalation and physical intervention restraints.
15. Ability to perform a range of physical motions including but not limited to:
 - ◆ lifting and carrying up to 50 lbs.,
 - ◆ standing, walking, sitting for long periods of time,
 - ◆ kneeling, squatting, and stooping,
 - ◆ running for brief periods of time,
16. Ability to use the senses of sight, hearing to effectively supervise resident-customers.

SUPERVISOR: Program Supervisor

If you are a person with a disability in need of reasonable accommodation to perform the essential functions and responsibilities related to your position, please notify your Program Director or Director of Operations (extension 235) as soon as possible.

I, _____, have read this and understand this is my job description as an employee of Ryther.

Signature

Date