



Job Description – Part-Time/Relief Residential Care Specialist

Organization Type: Faith-Based Nonprofit

Program: The Lampstand's Residential Program

Location: Greater Roanoke Valley Area, not remote

Position Type: Part-Time

Hours: <32 hours/week

Benefits: No benefits are offered for this position at this time

Department: Residential

Direct Report: Direct Care Coordinator

Travel Requirements: Minimum

Driving Requirements: Must have access to reliable transportation; satisfactory driving record necessary

Physical Requirements: Must have the ability to administer physical restraints.

Education & Experience: A Bachelor's degree in human services, OR

An Associate's degree and three months experience working with children, OR

A high school diploma or General Education Development (GED) certificate and six months working with children.

Job Responsibilities

Responsibilities include but are not limited to the following:

Supervising and guiding the residents to whom (s)he is assigned, including:

- Responsibility for guidance and supervision of children in The Lampstand's care
- Overseeing physical care of residents
- Development of acceptable habits and attitudes
- Management of resident behavior through behavioral support program
- Conduct emergency intakes
- Helping the resident strengthen her capacity to function productively in interpersonal relationships
- Helping to meet the goals and objective of all Service Plans
- Maintain accurate and organized documentation implementing new systems when directed by management
- Maintain confidentiality of information and protect anonymity in survivor relationships
- Implement program objectives and performance standards as directed by management
- Regular and predictable attendance
- Participate effectively as a team member through communication, cooperation, information sharing and problem solving
- Provide support to the operations staff as directed
- Participate and pass all staff trainings and programs as required
- Any other tasks or duties as assigned
- Maintain healthy boundaries with clients



- Participate effectively as a team member through communication, cooperation, information sharing, and problem solving

Develop and Model Healthy Living for Volunteers and Staff:

- Maintain an active and growing relationship with Jesus
- Demonstrate a desire for spiritual growth as evidenced by his/her prayer life, Bible study, and spiritual outreach to others
- Be a Christian role model in attitude, speech, and actions toward others. This includes being committed to God's biblical standards for sexual conduct (1 Corinthians 6:18-20)
- Speak the truth in love
- Lead by example in modeling a healthy lifestyle in body, soul, and spirit
- Develop intentional connections with the program participants and staff members
- Represent The Lampstand in a positive and professional way to the general public
- Provide direction and encouragement to volunteers
- Maintain a flexible & positive attitude

Qualifications:

- Highly preferred fluent in Spanish & English
- Maintain a flexible schedule to be able to fill in the Residential Care Schedule as needed
- The ability to function independently and maintain self-sufficiency with minimal supervision.
- Good interpersonal communication skills, flexibility, and willingness to shift priorities as needed.
- Ability to interact effectively as a team member and independently with shelter staff and residents.
- Satisfactory preliminary criminal history background check and clean motor vehicle record determination as required by law
- A personal history of never having been shown by credible evidence (such as a decision of a court or jury, or a department investigation or other reliable evidence) to have abused, neglected, sexually exploited, or deprived a child or adult or to have subjected any person to serious injury as a result of intentional or grossly serious injury
- Documentation of at least two professional, educational, or personal references that attest to the person's capability of performing the duties of the position and to the person's suitability of working with or around children

Skills/Character Qualifications:

- Reliable
- Driven
- Team-oriented
- Maintain high standard of ethics, honesty, and integrity in all personal and professional matters
- Ensure the work environment is Christian-based, nurturing, wholesome, and loving