



FULL TIME - POSITION

Direct Care Worker
Angel House

Responsibilities

- The Direct Care Worker will provide supervision and care to children and adolescents who are placed in Angel House. The position covers a broad range of “direct care” responsibilities similar to that of a temporary guardian and to ensure that the physical and emotional needs of each child are met. This position requires good organizational skills and follows through on all assigned tasks. The Direct Care Worker serves as a critical member of the Angel House child welfare team.

Qualifications

- Education: High School degree. College coursework or college degree in child and adolescent development preferred.
- Experience: background and demonstrable skills working with children of all ages, preferably in a residential program with abused and neglected children.
- Ability to work effectively with emotionally and behaviorally challenged children and adolescents; clear evidence of nurturing skills, empathy, and rapport building.
- History of good punctuality and attendance to work. Flexibility in scheduling to ensure shift coverage.
- Valid State of Michigan driver’s license, safe driving history, and vehicle available for client transportation during work hours.

Duties

- Must be trained in CPR, First Aid, Recipient Rights and Behavioral Management within the first 90 days of employment.
- Provide direct care supervision to children to ensure their health and safety at all times.
- Attend to all immediate needs of children entering care, including medical, food, clothing, and personal items.
- Help children with individual, age-appropriate, and special needs, including tutoring, homework assignments, dress and grooming, hygiene, nutritional and dietary, medication monitoring and dispensing, exercise, personal expression, communication barriers, physical barriers, values and spirituality.

- Provide emotional comfort to children in crisis. Communicate concerns and observations to the Clinical Case Manager. Follow established plans and protocols for emergency and after-hours mental health crises.
- Develop, maintain, and nurture appropriate relationships with all children. Provide praise, encouragement, and comfort. Refrain from physical management and use only verbal de-escalation techniques. Restrict behavioral correction to non-punitive practices.
- Be a positive, mature, adult role model for children at all times.
- Assist in planning, organizing, and supervising children's activities.
- Maintain clearly written and detailed records, progress notes, journal and client file entries, and log books as required.
- Carry out effective communication, cooperation, and sharing of information when arriving to or leaving a work shift to ensure continuity of care.
- Work harmoniously with program and community teams and always with the concept of "child's best interests." Assist in placement planning as requested and appropriate.
- Help prepare children emotionally and/or physically for subsequent placement.
- Ensure the safety, security, and cleanliness of the house and grounds at all times.
- Answer phones, take messages, prepare and provide meals, maintain a clean house, respond to requests and external inquiries, and serve as overall "keeper of the watch" outside of normal daytime hours and/or in the absence of administrative and support staff.
- Attend and complete all required training activities.
- Attend all mandatory program and agency meetings as required.
- Complete other duties and tasks as assigned.

Must be flexible and available to accommodate operational needs.

Resume and Cover Letter To:

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