



Job Title: Part Time Residential Care Manager (House Mentor)

Reports to: CPO

Job type: Contract

Job Description:

The part-time residential care manager acts as a “house mentor” for the residents of 91 Place to take over when the full-time house mentors take time off. Care Managers provide individualized and necessary case management services on behalf of residents and skills training directly to youth.

Case Management consists of services that help youth gain access to needed physical, emotional, social, educational, and other services. This includes direct assistance in gaining access to services, coordination of care, oversight of the entire case, and linkage to appropriate services. The part-time house mentor would stay at the home one weekend a month, and one full week every three months.

Objectives of this Role:

- Consistently exercises discretion and judgment to analyze, interpret, make deductions and then decide what actions are necessary based on the varying facts and circumstances of each individual case.
- Works without daily and immediate supervision, evaluating possible courses of conduct and making decisions where there is no opportunity to seek supervisory assistance.
- In coordination with 91 Place's CEO, plan and lead the operations of the Transitional Living Program in line with 91 Place's mission, vision, values, strategic objectives and program philosophy.
- Assists in development, implementation and revision of individual treatment plans; assures that services provided are specified in the Treatment Plan and monitors progress toward treatment goals
- Consults and cooperates with community systems to facilitate linkage, referral, crisis management, advocacy, and follow up with the focus on attaining treatment goals
- Maintains a high level of ethical conduct regarding confidentiality, dual-relationships, and professional stature



Daily and Monthly Responsibilities:

- Establish a community environment for the residents, collaborating with them to focus on empowering youth choice, youth voice, and self-determination.
- Serve as the primary responder for any emergencies.
- Know and abide by all house policies and ensure that house policies are being followed by residents.
- Establish a professional, supportive relationship with each resident and serve as a role model and resource.
- Organize communal meals and weekly house meetings with the residents.
- Facilitate appropriate connections with residents to the wider community.
- Facilitate resolution of disagreements among residents.
- Be attentive to house safety and perform evening security checks of house perimeter and common areas.
- Perform regular property checks and report any maintenance/repair needs to the CEO.
- Maintain inventory of food and home supplies; shop and restock as needed.
- Help maintain a clean, pleasant, and safe living environment.
- Conduct safety checks of rooms in accordance with house policy.
- Transport residents and community youth when necessary.
- Serve as a positive representative of 91 Place in the community.
- Performs other duties as assigned

Skills and Qualifications:

- High school diploma/equivalency required.
- Two+ years' experience working in a residential facility is desired.
- A BA or BS in the field of human or social services, or other appropriate degree, is desired.
- Experience in principles-based youth work and leadership are required.
- Experience with and commitment to radical hospitality, community building, and restorative justice preferred.
- Understanding of power, privilege, and systems of oppression preferred.
- Must be at least 25 years of age.
- A valid driver's license and a satisfactory MVR is required for this position.
- A clear DCS history, and clear criminal and sex offender background checks is required.
- CPR and First Aid certification are required (can be provided upon hiring).