

Job Title	Youth Development Worker- Galveston, Texas (Multicultural and Bilingual preferred)
Employer/ Agency	The Children's Center Inc.
Job Description	<ul style="list-style-type: none"> • Assist in providing a safe nurturing and learning environment for youth and young adults. • Provide personalized care and services that uphold program policies and procedures in accordance with The Children's Center, Inc., ensuring children's rights to a safe, culturally sensitive and age-appropriate environment is in place. • Routinely assist in the daily activities, transportation, and monitoring of clients • as indicated by the client's service plan, including: personal care, socialization, education, recreation, orientation, behavior management, & safety plans. • Perform daily documentation of client behavior and incident reporting. • Supervise children during recreational activities and outings. • Provide one on one supervision to a client when safety concerns are noted for both community and agency homes. <ul style="list-style-type: none"> • Travel with clients to visits, and appointments as needed. • Assist children with homework and independent living activities, such as learning to cook. • Distribute medicine to clients as needed, documenting in the medicine log. • Expose children to English as a second language and the American Culture. • Assist in preserving children's culture by implementing their children's traditions or cultural activities. • Provide receipts for all expenditures as needed. • Provide daily documentation noting the events during shift. • Ability to cook, handle laundry, and house cleaning; • Ability to handle and maintain confidential information • Coordinate with program staff, as needed to meet the needs of clients. • Maintain personal staff development requirements for a minimum of 30 hours annually to include First Aid/CPR and Behavior Management • Participate in service trainings, conferences, meetings, projects, and other events provided by The Children's Center, Inc. • Attend meetings and individual supervision to discuss clients, house-related and program-related issues. • Perform other duties as necessary • Provide transportation for clients as necessary. <ul style="list-style-type: none"> • Build Connections by assisting in the development and coordination of program events that include Picnics, Appreciation Dinner, Holiday Party, World Refugee Day, Trafficking awareness • Uphold high level of professionalism, consistent work attendance strong work ethic, and model care professional competencies. <p style="text-align: center;">***Must be flexible to work any shift depending on current need of the program ****</p> <p style="text-align: center;">Shift Times: 7 am- 3pm, 3 pm- 11pm, 11pm- 7am</p>

Qualifications	High school diploma or GED with at least 2 years of related work experience Bachelor's degree from an accredited education institution; or work in related field with appropriate license. (preferred) Multicultural and Bilingual preferred. Experience working with juveniles, especially adolescents and families Working with immigration related agencies and systems preferred. Must be able to work flexible schedule. Ability for handling and maintaining confidential information. Must be willing to give and receive constructive feedback for skill development. Demonstrated experience in serving as a positive role model for youth and co-workers while promoting a positive work environment. Must have reliable transportation, valid Texas driver's license, and evidence of insurability. Job requires frequent driving in personal and or agency vehicle. Ability to work independently with minimum supervision. Ability to work collaboratively with all stakeholders and maintain a professional courteous demeanor. Ability to keep accurate files and records
Employer	The Children's Center Inc.
Address	P.O. Box 2600
City, State, Zip	Galveston, TX, 77553
Contact Person	Fred Sussmann, MD
Contact Title	Director of Standards, Evaluation & Training
Telephone Number	409-765-5212
Fax Number	409-765-6094
Email Address	hr@tcc1878.org
Application Method	e-mail only; Please specify the position that you are applying for
Opening Date	3/9/2016

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