

KENOSHA HUMAN DEVELOPMENT SERVICES, INC.

3536 52nd Street
Kenosha, WI 53144



Division/Department:	Residential Care	
Location:	Kauffman House	
Job Title:	Residential Stabilization Worker	
Reports To:	Kauffman House Program Manager	
Type of position:	Schedule:	
<input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Contractor <input type="checkbox"/> LTE	Wednesday-Saturday, 3rd shift, 40 hours per week	
<input type="checkbox"/> Part-time <input type="checkbox"/> Intern		

POSITION SUMMARY

The full-time Residential Stabilization Worker provides stabilization in a home-like environment with youth in placement and youth dealing with a Mental Health crisis using the components of the Teaching Family Model while assisting with the daily operations of the Shelter Care program.

RESPONSIBILITIES

- Accountable for the treatment program, clients, property, budget, and administrative duties required to run a shelter facility
 - Answers house phones and responds to caller's needs
 - Provides half hour bed checks or more frequently as specified
 - Monitor's each youth's medical and emotional status and arranges emergency care when needed
 - Notifies the house manager or scheduled supervisor when there is an emergency
- Implement all components of the Teaching Family Model as trained in the pre-service workshop for six-eight youth in a family-like community-based program
 - Use of all procedures
 - Use of motivation systems
 - Focus on skill teaching
 - Use of family conference
- Develop, implement, and revise on an on-going basis, individualized treatment plans and document youth progress accordingly
- Work extensively with all significant persons for each youth in your treatment program
 - Work closely and help to develop skills with parents/guardians and youth to help with transition into the next placement
 - Work with the school systems and youth to support academic success
 - Work closely with social workers, mental health specialists, other interested parties and youth to ensure and implement an appropriate, effective, and individualized treatment plan for each youth
- Work cooperatively with other Stabilization Workers and Program Manager to maintain a budget and to provide accurate fiscal documentation
- Manage maintenance and cleanliness of the physical property
- Provide assessment of youth in mental health crisis
 - Meet with youth and liaison with DCFS, Juvenile Court, families, and those designated by social worker(s)
 - Utilize mental health assessment guidelines/case consultation when assessing suicidal ideation
 - Document process of "determination of need" in crisis narrative
- Participate in consultation, professional evaluations, and treatment planning as scheduled

9. Maintain and provide client, program and administrative documentation required from state licensing
10. Operate facility in accordance to state licensing and Teaching Family Association standards
11. Model appropriate moral, ethical, and professional values for youth, colleagues, and the community at large
12. Maintain case records in accordance to state licensing and Teaching Family Association standards, Chapter 34, Medicaid billing, and Teaching Family Association Standards
13. Participates in training and consultation in accordance with HFS 34
14. Provide primary and supplemental coverage, as scheduled by administrator
15. Provide or assist with other related tasks by the Residential Care Program Manager and Consultant

PROFESSIONALISM

1. Conduct oneself in a professional manner
 - a. Maintain the confidentiality and other rights of participants, families and staff and follow HIPPA Guidelines for all verbal and written communication
 - b. Problem-solve difficult situations in a timely manner
 - c. Manage difficult or emotional consumer situations by responding promptly to needs, requests for assistance and services
 - d. Give, receive and act upon feedback from supervisors and co-workers in an appropriate manner
 - e. Maintain professional boundaries with consumers and co-workers at all times
 - f. Understand cultural diversity and have respect for others' values and culture
 - g. Attend training as requested by supervisors
 - h. Other tasks as assigned by supervisors

QUALIFICATIONS: Minimum of a Bachelor's Degree in a Human Services related field from an accredited college.

1. Experience working with youth at risk or their families
2. Ability to effectively communicate, both written and verbally, in the English language
3. Must have reliable transportation and valid driver's license with good driving record
4. Must carry own auto insurance with at least 100,000/300,000/100,000 coverage
5. Ability to maintain records and document case notes daily
6. Ability to give and accept feedback as a part of a team
7. Ability to traverse within the workspace and community frequently
8. Ability to ascend/descend stairs
9. Ability to transport at least 25 pounds
10. Be willing to learn and work with the treatment philosophies
11. Bilingual in Spanish a plus

*If you are interested, please apply online at www.khds.org by **May 6th, 2024***

Follow the [Employment Opportunities](#) link to apply

For questions regarding the application process, please contact HR staff at:

jroman@khds.org or 262-764-8555

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