



Position Description

Job Title:	Youth Care Worker I
Status:	Full Time, Part Time, Non Exempt
Grade:	3
Reports to:	Program Manager and/or Youth Care Supervisor
Program:	Ho'omalū O Na Kamali'i
Location:	Ma'ili
Purpose:	Under general supervision of the Program Manager and/or Youth Care Supervisor, provides for the safety and well being of children in Ho'omalū O Na Kamali'i including behavior management. Provides supervision to children and youth in all aspects of their daily routine.
Essential Functions	<ul style="list-style-type: none">• Maintains safety and security for youth.• Supervises daily activities.• Transports youth to school and other activities.• Develops and supervises enrichment activities.• Assists youth with homework.• Monitors and assists with daily hygiene.• Provides food service, household shopping, laundry and cleaning services.• Assigns and supervises age appropriate chores.• Prepares accurate and thorough shift notes and other required documentation.• Accepts new residents and complete intakes.• Communicates and coordinates with staff from other partner agencies.• Participates in all required meetings and trainings.• Works with birth families as requested.• Performs other duties as assigned.
Minimum Qualifications:	<ul style="list-style-type: none">• One year of college education or equivalent experience• Experience in child supervision• Knowledge of Leeward Coast and Hawaiian values• Ability to deal with emotional and high stress situations• A valid driver's license, clean driving abstract and access to an insured, reliable vehicle.• Successful background checks(s) and medical clearances as required by state regulations for those who work with children.

**Preferred
Qualifications:**

- Knowledge of the Child Welfare System
- Emotionally mature, objective, supportive of people and their problems and skilled in managing challenging behaviors
- Able to work independently and as a member of a team, and maintain good working relationships with clients and coworkers.
- Proactive team player. Possess strong initiative, self-direction and the ability to deal with growth and change.
- Possess a highly developed service orientation and sensitivity toward people of diverse cultures, socio-economic backgrounds and lifestyles.
- Ability to use standard office equipment including computer, fax machine, and copier.
- Possess the ability to manage a high level of responsibility, attention to detail, organizational skills and a proactive work style.

**Physical
Requirements and
Working Conditions:**

- The job duties require the employee to be absent of any physical limitation which would impair effective performance in the residential environment with children in a residential environment providing 24-hour care.
- Possess strength and mobility to work directly with children in a residential environment providing 24-hour care.
- The job duties require the employee to handle the physical demands of the work including lifting/moving facility supplies, lifting children, working on computer for a long period of time, bending, stooping; and aggressive behavior management techniques.

- The information contained herein is not intended to be an all-inclusive list of the duties and responsibilities of the job, nor is it intended to be an all-inclusive list of the skills and abilities required to do the job.
- Management may, at its discretion, assign or reassign the duties and responsibilities of the employee at any time. This position description may be subject to change for reasonable accommodation or other reasons

We are an Equal Opportunity Employer working toward a culturally diverse and competent workplace.