



Position Announcement

Job Title	Residential Counselor
Department	Youth Services
Hours	Part-Time, Non-Exempt
Salary	Depending on degree, licensure and experience

POSITION SUMMARY

The Center's youth services are expanding to pilot and develop the first overnight shelter in San Diego County solely devoted to serving transitional aged youth who identify as LGBT.

Reporting to the Director of Youth Services, in coordination with the Host Home Case Manager, the Residential Counselor will be responsible for the maintenance and awake overnight supervision of the shelter component of The Center's youth services programming. Additional responsibilities include providing safety and around-the-clock supervision of youth ages 18-24 who are staying at the shelter. This position provides for the physical, personal and health needs of each youth through providing an atmosphere that is supportive and welcoming to all youth. Primary responsibilities will include:

- **Program Development:** Assist in developing program policies and procedures to continuously fine-tune offerings and delivery of service.
- **Program Implementation:** Using a trauma-informed and positive youth development approach, plan and execute activities to implement the shelter program which includes (but is not limited to) providing supervision, documentation of incident reports, maintaining a safe and nurturing environment, coordinating with the Host Home Case Manager in assessing youth for permanent housing placement
- **Program Documentation and Evaluation:** Maintain required documentation, manage and track grant deliverables, ensure grant and contract compliance. Seek out strategies to evaluate and track program inputs, outputs, and outcomes.

In addition, this position will work one awake overnight shift (12 hrs) per week in The Center's shelter for transitional aged youth and two daytime 8 hour shifts during which time they will be working with the rest of the youth team.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- **Education and/or Experience:** A bachelor's degree in psychology, social work or social services related field is required. Related experience can be substituted for the educational requirement on a year-for-year basis. A minimum of one year of experience in working with LGBT youth, HIV+ youth and/or youth of color is preferred. Experience working with transgender and gender non-conforming youth preferred. Training in trauma informed care and positive youth development preferred. Prior experience working with homeless youth and the foster care and juvenile dependency systems is preferred.
- **Language Skills:** Fluency in English required. Fluency in Spanish preferred.
- **Other Skills:** Must demonstrate competence in working with a variety of diverse populations. Must have excellent interpersonal communication skills. Ability to manage multiple tasks with shifting priorities. Those with lived experience as a member of a historically under-served community (i.e., low income, communities of color, LGBT communities, immigrant communities, etc.) are strongly encouraged to apply.
- **Computer Skills:** Must be comfortable working in PC/Windows-based environments. Must have proficiency with Microsoft Office, particularly Word, Outlook and Excel. Experience with using electronic health records is preferred.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position.

To apply: send your cover letter, application, and resume electronically to:
Beth Davenport – bdavenport@thecentersd.org

Application link: <http://www.thecentersd.org/join-us/employment-application.pdf>

Please note: We are unable to accept any phone or walk-in inquiries for this position.

The San Diego LGBT Community Center is an Equal Opportunity Employer.