



JOB TITLE: Resident Support Specialist (Full Time: Days and Evenings)

PROGRAM: The Lighthouse - 244 Hempstead Ave., Buffalo, NY

REPORTS TO: Senior Resident Support Specialist

JOB GROUP: V

SUMMARY OF DUTIES:

Assist in the maintaining a stable and therapeutic environment. Provides support and encouragement to clients. May assist in household management tasks such as preparation of meals or housekeeping tasks. Oversees clients in household tasks. May provide transportation for and supervision of clients who leave the facility.

This person will have a flexible schedule based on the needs of the program.

TYPICAL WORK ACTIVITIES:

- Accompanies clients to appointments.
- Interacts with clients in supportive manner; models appropriate behavior.
- Monitors client interaction with children.
- Attends staff meetings and case conferences.

REQUIRED KNOWLEDGE AND SKILLS:

Good verbal and written communication skill. Excellent organizational, problem-solving and leadership abilities. Must have strong, positive social interaction skills, knowledge of good parenting and the ability to interact effectively with recovering women and their children. Basic knowledge of addictions and recovery required.

MINIMUM QUALIFICATIONS:

Associates degree or equivalent in human service field and one year in a human service agency or health care facility.

OR

High school diploma or equivalency and six years full time paid experience in a human service agency or health care facility.

NYS Drivers license required. Bilingual capability (Spanish/English) desirable.

To apply, please use the following link:

Resident Support Specialist: <https://home.eease.adp.com/recruit/?id=477391>

If link does not connect, please copy and paste address in your web browser