

ISAIAH HOUSE

JOB DESCRIPTION

RESIDENTIAL WORKER

The Residential Worker shall be responsible for the supervision of clients and report to the Program Director.

Duties and Responsibilities:

- Work with professional staff to assist in daily activities of clients.
- Make daily entries in shelter and client log books. Inform Senior Staff or Case Manager of any incidents.
- Enforce program and agency policies.
- Dispensing prescribed medication to clients and monitoring side effects.
- Respond to emergencies while on duty and report to Senior Staff on duty.
- Report to next shift what occurred on your shift.
- Assist with the coordination of client services.
- Maintain a safe/secure environment with unscheduled rounds (fire alarm and security system).
- Ability to work some nights, weekends and holidays.
- Ability to work with various age groups and clients with various needs.
- Be willing to venture and extend self to assist others.
- Willingness to transport clients to appointments and/or activities
- Demonstrate sensitivity to the issues and concerns of the populations served by the agency
- Be flexible for a wide range of tasks from the routine and predictable to the unique and unexpected.
- Regular attendance and punctuality expected.

THESE DUTIES AND RESPONSIBILITIES ARE SUBJECT TO CHANGE AS DEEMED APPROPRIATE AND NECESSARY BY PROGRAM DIRECTORS AND SENIOR STAFF MEMBERS

QUALIFICATIONS

1. Social Services experience.
2. Valid New Jersey driver's license.
3. Minimum of High School Diploma, or GED.