

JOB POSTING

The Florida United Methodist Children's Home
Is currently seeking applicants for the following position.

Residential Child Care Assistant

We are a faith-based organization, creating an atmosphere which enables children and families with special needs to experience God's love and care as presented in the life and ministry of Jesus Christ.

SUMMARY

The primary role of the Residential Child Care Assistant is to assist the live-in Residential Child Care Specialist with the day-to-day care and supervision of the residents of the assigned cottage(s).

EDUCATION

Minimum High School Diploma or GED

QUALIFICATIONS

- Demonstrated ability to work effectively with co-workers
- Demonstrated ability to work effectively with youth
- Ability to communicate effectively, both orally and in writing
- High personal values and standards that serve as models for youth
- Basic knowledge of first aid
- Must meet the minimum qualifications set forth by the Home's Vehicular Insurance Carrier
- Sensitivity to the service population's cultural and socioeconomic characteristics

ESSENTIAL DUTIES AND RESPONSIBILITIES

- The RCCA is responsible for assisting RCCS's in carrying out agency policies and procedures
- The RCCA is responsible to assist in creating an atmosphere conducive to the growth and development of the residents
- The RCCA helps with supervision of residents leading to a safe environment
- The RCCA is responsible for helping residents in their adjustment to group living
- The RCCA establishes rapport with residents and with all agency staff
- The RCCA assists other staff in teaching residents social skills and daily living skills.
- The RCCA shares the responsibility for maintaining the cottage
- The RCCA helps with all aspects of cottage management when asked, i.e. cooking, transportation, checking homework completion, etc.
- The RCCA produces some documentation according to agency policy, i.e. incident reports, e-mail communication and is familiar with the computer resources in the staff office
- The RCCA assists other staff in encouraging the religious growth and education of the residents
- The RCCA is responsible for learning and growing in skills and knowledge of this field and is encouraged to attend in-service training
- The RCCA increases skills through the supervisory relationship

All applicants must be able to pass a Federal background screen, drug screen, and driving screen.

EOE DFWP

Minimum age is 21.

To apply: E-mail resume to jobs@fumch.org, or Fax to (386) 668-3363, Attn: Human Resources.

If you know of anyone interested in the above position, please tell them to send a resume to jobs@fumch.org, or fax it to (386) 668-3363, Attn: Human Resources