



New Foundations
Home for Children

CAREER OPPORTUNITY

Job Title: Human Service Professional
Job Type: Full Time
Location: 2300 Standridge Rd, Anderson SC 29625

Work schedule:

Full Time –Monday – Friday

Competitive Benefits for Full Time Employees Include:

- Health, Dental, Vision, Life, Short Term, and Long Term insurance coverage
- Paid Time off accrued each month
- Overtime pay for specified holidays
- Retirement Plan with company match
- Credit Union membership
- Teladoc membership giving 24/7/365 access to a doctor for minor illnesses
- Variety of staff team building events
- Training and certification provided

Our Vision

It is our sincere goal to secure the future for children and families by doing whatever it takes to serve at-risk children and families. With that goal in mind, New Foundations offers both intervention and prevention services. Services include several programs of residential care as well as programs designed to work with children and families on an out-patient basis or in their home environments

Summary/Objective

Under General supervision provides client advocacy to children and adolescents in the Group Care Residential Program. Duties include maintaining therapeutic contact with clients, coordinating a psychosocial assessment, a trauma assessment, acting as a liaison with family, therapist, referring agencies, schools, and client wellbeing (medical, dental, etc.).

Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform the assigned and essential functions.

- Must attend all meetings pertaining to the welfare of clients. Responsible for facilitating treatment for clients and communicating with client's support system
- Must provide needed resources to clients
- Leads group therapy and group seminars
- Must document weekly summaries, treatment plans, discharge summaries, and psychosocial assessments.
- Coordinates services with community agencies, the public school system, and any other entities that may provide services to the clients
- Conducts individual and family therapy as requested
- Creates and facilitates an atmosphere that is most conducive to the growth, success, and safety of the clients
- Participates in weekly care team meetings as requested and provides input on clients
- Provides management and supervision of staff on an assigned unit. Must carry out supervisory responsibilities in accordance with the organization's policies and applicable laws. Includes but not limited to training employees; planning, assigning, and directing work; appraising performance and completing regular supervision meetings with staff; addressing complaints and resolving problems
- Responsible for the overall direction, coordination, and evaluation of assigned unit

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- Provides management for on-going development of staff working on assigned unit to ensure compliance of agency policy and procedures
- Responsible for directing and overseeing a professional and therapeutic environment on the assigned unit
- Supervises the documentation of client's weekly behavior and provides therapeutic interventions as needed
- Must be able to perform physical restraints based on TCI (Therapeutic Crisis Intervention) training requirements and demonstrate competency in all aspects of TCI training
- Must maintain a positive, and respectful interaction with clients and staff
- Must communicate any safety concerns immediately to supervisor. i.e. client safety and environmental safety
- Must maintain a valid driver's license and comply with DSS regulatory requirements, and agency liability insurance requirements
- Required to follow New Foundations policies and procedures at all times when acting on behalf of New Foundations
- Must participate with the On-Call rotation for the agency
- Other duties as assigned by the supervisor

Education, Skills and requirements:

- Master's Degree in a related field preferred. At a minimum Master's program must currently be in progress. Bachelor's degree required in counseling, social work, or related field.
- Minimum of one year experience in social services, human services, counseling, or related field with completed Master's degree. Minimum of three years' experience required with completed Bachelor's degree and Master's in progress.
- Prior supervisory experience required
- Practical knowledge of treatment of emotional and behavioral child and adolescent disturbances
- Considerable knowledge of individual and group behavioral traits, special emphasis on clients' needs and behavioral patterns, signs of trauma and victimization.
- General knowledge of state and federal laws, rules, and regulations relative to the area of responsibility.
- Ability to intervene effectively in a crisis situation.
- Ability to plan and oversee the work of staff charged with implementing behavioral interventions.
- Excellent verbal and written communication skills; excellent problem solving and decision making skills; ability to work autonomously; group facilitation and leadership skills
- Valid Driver's License with a driving record that meets the agency requirements
- Effective computer skills specifically MS Office

How to apply:

Please send applications or resumes and cover letters to:

Lisa Norton, HR Manager – lnorton@newfoundationschildren.com or fax resumes to (864) 260-4829

May apply on our website at www.newfoundationschildren.com

Only qualified individuals being considered will be contacted for an interview.