

## **Job Title: Direct Care Worker—Night Shift**

### **Definition:**

Under the supervision of the Night Shift Supervisor, performs the very important role of providing evening safety and a quiet, restful environment for residents, as well as preparing them for their school day with a friendly and positive demeanor.

### **EXAMPLES OF WORK PERFORMED:**

AWARENESS is key to successfully carrying out all responsibilities. Bed checks must be done every 15 minutes. Residents are to be protected from other residents. Residents will need to be let out of their rooms to use the bathroom during night shift as requested.

On evenings preceding a school day, residents will need to be supervised during wake up, hygiene, breakfast and morning meds. (Please consult school schedule for exceptions.) You must be med certified to give prescribed meds as well as over-the-counter meds. Meds must be charted immediately when meds are given. Morning meds are given immediately after breakfast according to ranch policy using crackers and a brief transition time to ensure accuracy. Be aware and proactive regarding health issues that may arise.

Laundry is done by night staff every evening. Whites should be laundered separately in warm water. Bright colors...in cold. Jeans and dark clothing in warm...separately. Clothes are to be dried, folded and stacked, grouped by resident, on dining table. Residents will put their stacks away each morning. *Take pride in your work.*

Learn the art of establishing therapeutic rapport, as well as preventative intervention and passive physical restraint techniques as last resort in accordance with state and company policies. General housekeeping is expected. You must attend all training meetings. Leaving your post without approval may be considered by the state as abandonment. Reliability is of extreme importance in our environment.

### **REQUIRED KNOWLEDGE, SKILLS, AND EXPERIENCE:**

You must be at least twenty-one years of age, possess a high school diploma or GED, be of good moral character, free from felony convictions or other questionable criminal activity; possess a valid driver's license, have good knowledge of the care and training of children and teenagers, be willing to learn how to deal effectively with the emotional and social problems of children in out-of-home placement, possess working skill in projecting a structured, yet compassionate image. Effective verbal and written communication skills and a positive attitude are essential to the job.

---

**Signature**

---

**Date**