



Daybreak Star Indian Cultural Center
Post Office Box 99100, Seattle, WA 98139
Phone: (206) 285-4425 Fax: (206) 282-3640

JOB DESCRIPTION

JOB TITLE: Youth Advocate

DEPARTMENT/PROGRAM: Youth Home

REPORTS TO: Youth Home Manager

STATUS: Full-time, 4pm-12a M-F

LOCATION: Youth Home, Ballard WA

GRADE: \$12 per hour DOE plus benefits

JOB SUMMARY:

United Indians of All Tribes Foundation Youth Home is searching for highly motivated individuals for their direct care Youth Advocate position. There are presently full time positions and part time positions available for immediate hire. Working hours are 4p-midnight, midnight-8am and 8am-4pm This is an excellent employment opportunity for college students and those wanting to start a career in social work or counseling fields.

ESSENTIAL FUNCTIONS:

- Provide supervision and direction to youth home residents.
- Assist caseworkers with case management duties
- Assure the safety of resident youth
- May assist in facilitating resident groups or activities as directed by the Youth Home Director.
- May prepare and serve meals in the absence of the Youth Home Cook.
- Ensure that resident rooms are neat and that chores are done.
- Maintain accurate and timely written documentation in resident files.
- Attend resident staffing and give input as needed.
- Perform specialized duties as defines by the Youth Home Director to be incorporated into the program service.
- Provide crisis intervention services as needed.

QUALIFICATIONS:

The minimum education requirements and qualifications for this position are:

- High School Diploma or GED.
- Some social services, human services, education or related work/volunteer experience.

KNOWLEDGE, SKILLS, ABILITIES AND OTHER WORK CHARACTERISTICS:

- Excellent communication skills and a sense of humor.
- Strong ability to communicate effectively and responsibly with young people, understanding of adolescent behavior, including youth who have various challenging behaviors or chemical dependency problems.
- Demonstrate exceptional decision making skills.
- Must be confident, quick thinking, and enjoy challenges.
- Exceptionally reliable, trustworthy and team oriented.
- Learn quickly and have life goals.
- Have strong personal boundaries and ethics.
- Educational credits may be possible.
- Pass an extensive background investigation
- Must be substance abuse free. No exceptions.
- Have or obtain food worker's permit and driver's license within 30 days of employment. Complete other required training and certifications.

<p>Opening Date: 4/16/15 Closing Date: Until filled</p>	<p>APPLICATION PROCEDURE</p> <p>Submit Application, cover letter, and resume to:</p>
<p>Compensation: \$12 DOE, plus excellent benefits package. United Indians of All Tribes Foundation is an Equal Opportunity Employer</p>	<p>United Indians of All Tribes Foundation PO Box 99100; Seattle, WA 98139 Fax: (206) 282-3640 Email: jobs@unitedindians.org</p>