

Date Posted: 8/26/09

University of Houston
Graduate College of Social Work

JOB OPPORTUNITY POSTING

Job Title: Bi-Lingual Shift Leader

Employer/ Agency: The Children's Center, Inc

Job Description: The **Bi-Lingual Shift Leader** will be responsible for supervising Youth Development Workers. Responsibilities include but not limited to: reporting, scheduling, coordinating activities along with developing, assessing, facilitating and monitoring all services offered to youth residential clients, including direct supervision. All duties will be performed based on administrative training and direct supervision by the Assistant Program Director or designee. The Bi-Lingual Shift Leader will maintain a flexible, organized and efficient work schedule and may be subject to work overtime. The Bi-Lingual Shift Leader will also coordinate recreational activities, prepare meals, transport youth residential clients and other duties as presented by their supervisor. Must possess excellent organizational, writing, analytical, and processing skills. Should be able to perform conflict resolution or crisis intervention and have excellent communication skills. Seek advocacy for client, and embrace cultural diversity awareness. Must have the ability to work as a direct care staff with a diverse population.

Qualifications: PREFERRED QUALIFICATIONS

Education: Associate Degree

Work Experience: (4) four years experience working with youth

Other: Must be Bi-lingual Spanish/English

Pass drug test, T.B. test and background checks.

Valid driver's license

MINIMUM QUALIFICATIONS

Education: High School Diploma or GED

Work Experience: (3-4) four years experience working with youth as a para-professional, volunteer or intern in a social service, residential, educational or institutional setting.

Salary/Hours: Negotiable

Employer/ Agency:. The Childrens Center

Address: P.O. Box 2600.

City, State, Zip: Galveston, Texas 77553-2600

Contact Person: Tammie L. Ware

Contact Title: Executive Director

Telephone: (409)795-0561

Fax:

Email: tlware01@yahoo.com

Application Method: To apply for the above positions send resume and letter of interest to P.O. Box 2600, Galveston, Texas 77553-2600

Opening Date: Immediately

If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@sw.uh.edu with the hiring details of your new job opportunity. Thank you