

Support & Stabilization Specialist

The Support Specialist is responsible for providing direct services to youth and their families. The Specialists support community based service recipients as they participate in a wide variety of activities designed to prepare them for success in a stable living environment, including practicing pragmatic daily living routines, identifying and engaging in safe recreational activities, maintaining personal boundaries, and learning how to express themselves in a socially appropriate manner. Timely and accurate documentation of these activities is an important aspect of this individual's role.

Responsibilities:

- Assesses service recipients' emotional and physical well-being, needs and strengths, and develops Treatment Plan goals and objectives, so as to build upon youth and identified family strengths and to meet their goals
- Actively listens to service recipients and regarding their treatment needs
 - o honors and integrates family preferences in program services; acknowledges their individuality, diversity, and cultural and linguistic traditions
- Works collaboratively with service recipients, identified family, and community providers
 - o provide interventions that are designed to be trauma-informed, and encourage pro-social behavior and promote healthy development
 - o encourages, promotes, and motivates service recipients' full, meaningful, and timely participation with program activities and community supports
 - o works to strengthen skills related to daily living, including
 - consistent communication, maintenance of a healthy living environment, regular school attendance, case management ongoing engagement with community service providers
 - recreational interests, and the ability to participate in group and educational activities
 - additional skills related to these areas
- Completes Service Notes consistently, concisely, and accurately
- Routinely evaluates service recipients' progress; makes adjustments to treatment intervention
- Provides psychoeducation regarding.
 - o Maintaining healthypersonal care, clear and respectful communication, boundaries, interpersonal and group relationships
 - o implements activities that support treatment plan goals and objectives, reflect the service recipient's level of service
- Attends weekly and required agency meetings and in-service trainings and reports timely information and concerns to the Program Director

Performance Expectations:

- Works in a reliable, courteous, and dependable manner
- Respects agency standards and structure, yet is adaptable and open to new ideas
- Responds to changing conditions with insight and flexibility
- Fosters and maintains collaborative relationships; problem solves as part of a team
- Adept at listening; works to genuinely understand what is being communicated
- Offers and accepts feedback; demonstrates a commitment to learning and improvement
- Communicates thoughtfully, accurately, clearly, and concisely
- Respects and protects confidentiality of information
- Acknowledges and respects individuality, sexual orientation, and cultural, racial, ethnic, and gender diversity
- Performs additional duties as assigned

Qualifications:

- High School Degree required; Associate or Bachelor's Degree preferred
- Experience in an organization which provides services to families, adults and youth
- Valid driver's license
- Proven oral and written communication skills
- Candidate must be mature, assertive, organized, and able to multi-task and prioritize



- Ability to understand, support, communicate with, and work with service recipients and their identified families.
- Ability to work collegially with a variety of individuals inside and outside the organization