Mission Statement for Salvation Army
The Salvation Army, an international movement, is an evangelical part of the universal Christian Church. Its ministry is motivated by the love of God; its mission is to preach the Gospel of Jesus Christ and to meet human needs in His name without discrimination.

Mission Statement for White Shield Center
Empowering adolescent girls to lead healthy and productive lives in their families and communities

Department: White Shield Center (WSC) – Wildflowers
Position Title: Residential Treatment Counselor I
FLSA Status: FT/Hourly – 40 hours/week
Supervisors: Program Manager

General Description and Purpose of Position
The purpose of the Residential Treatment Counselor (RTC) position is to provide safe and therapeutic supervision, structure and skill development opportunities for resident girls/young women in the Wildflowers unit. This role facilitates quality, goal-directed therapeutic engagement in the program while fostering self-determination for each girl/young woman using a holistic, multi-cultural and strengths perspective.

Qualifications:

Education: High School or GED required
Preferred: BA/BS in social services field (i.e. psychology, sociology, education), AA degree or two years of college in social services study with equivalent experience

Experience: Experience working with adolescents, preferably within the context of residential or foster care settings.

Qualities/Knowledge:
Good verbal and written English communications skills
Ability to implement services in a culturally-responsive and trauma-informed manner
Knowledge of best practices in gender-specific services, especially females
Understanding of human development, particularly adolescence
Ability to work independently and as a productive team member
Initiative
Flexibility and adaptability
Critical thinking skills
Compassion and patience

**Minimum:**
Physical ability to perform job responsibilities
Valid Driver’s License
Must pass a background check
CPR/First Aid Certified

**Essential Responsibilities/Duties:**

1. **General**
   a. Adhere to work schedule established with program manager, including “calling out” protocol, regular attendance at meetings and adhering to “awake” protocols.
   b. Follow Salvation Army policies and standard operating procedures as outlined in Employee Handbook.
   c. Follow all policies, standard operating procedures and protocols specific to WSC programs.
   d. Complete training requirements in accordance with The Salvation Army policies, WSC standard operating procedures and administrative rules governing WSC programs.

2. **Direct care related activities**
   a. Ensure residents’ safety, well-being, and security needs are met in areas of physical, emotional and mental health in accordance with policies and standard operating procedures.
   b. Model, coach and counsel residents regarding daily living tasks and upkeep of residences.
   c. Provide adequate supervision for residents, including room checks in accordance with policies and standard operating procedures.
   d. Administer medications to residents as directed by medical professionals and document in accordance with policies and standard operating procedures and administrative rules.
   e. Assist with creating/implementing structure that enhances skill acquisition aligned with youth development model and residents individualized plans through 1:1 interventions, group facilitation, academics support, recreational and community-based activities in accordance with Behavior Rehabilitation Services (BRS) administrative rules.
   f. Manage crisis situations as they arise, using non-violent crisis intervention (NCI) techniques and protocol.
   g. Transport residents as needed, using Decision Driving road safety techniques and in accordance with WSC standard operating procedures and protocols.
   h. Provide adequate awareness and supervision of residents’ on-campus and off-campus visits and ensure all program rules and protocols are followed.
   i. Monitor progress, provide support and encouragement to assigned “primary” resident(s) and regularly communicate with case manager and program manager regarding her status.

3. **Indirect care related activities**
   a. Ensure documentation is completed daily in accordance with policies and standard operating procedures (BRS logging, incident reports, medication logs, shift notes, etc.).
   b. Ensure shift checklist is completed and submitted to Program Manager at the end of each assigned shift.
c. Ensure all communication with internal and external sources (WSC staff, school staff, partner agencies, case workers, parole/probation officers, residents’ family members, police, etc.) follows confidentiality policies and protocols and is executed with professionalism.

d. Utilize a teamwork approach to creating/implementing daily schedule, supervision of residents, crisis intervention, etc.

**Working Conditions**

- Must be able to operate a motor vehicle in a safe and reliable manner. This position may require driving to meetings in the local community, conferences across the State of Oregon, or for community outreach efforts on behalf of service recipients and the agency.
- Employee is regularly required to walk, stand, climb, balance, stoop, kneel, crouch, crawl, reach or sit for long periods. The employee must be able to regularly lift or move up to 20 pounds, frequently lift or move up to 35 pounds and occasionally lift or move up to 70 pounds.
- Specific vision abilities required by this job include close, distance, color, ability to adjust focus and depth perception.
- Ability to manage multiple projects with deadlines.
- Employee will work with technology equipment such as computers, copiers, faxes, projectors, and multi-line phones.
- Employee may work with population that demonstrates unpredictable, impulsive and sometimes aggressive behavior.
- Must practice Universal Precautions as employee may come into contact with blood, urine, feces, or other bodily fluids.

**Miscellaneous**

The Salvation Army has a dress code; specific requirements will be shared with you at the time of employment.

The Salvation Army’s facilities and vehicles are a smoke and drug free work environment for all employees and volunteers.

The candidate chosen for this position will be required to pass a criminal history information check. Conviction of a crime will not automatically preclude employment. The circumstances involved in the conviction(s) will be considered.

Qualified individuals must be able to perform the essential duties of the position with or without accommodation. A qualified person with a disability may request a modification or adjustment to the job or work environment in order to meet the physical requirements of the position. The Salvation Army will attempt to satisfy requests as long as the accommodation needed is reasonable and no undue hardship would result.

In any position with The Salvation Army, it is impossible to predict the entirety of requests and assignments that can and will be made of an employee, and is the case with this position. Flexibility and cooperation are critical, as is communication when determining potential assignments that are within the scope of the agency’s work and for the successful operation of Salvation Army White Shield Center’s services.

__________________________________________________________  
Employee Signature  
Date

__________________________________________________________  
Supervisor Signature  
Date

*The Salvation Army White Shield Center*  
*Residential Treatment Counselor*  
*Revised - 2/2015*