

House Parent

Job Summary

A House Parents role is to care for and supervise youth in placement and execute our model of care throughout our residences on campus. Our House Parents must be able to demonstrate maturity and have active listening skills. We serve youth who have endured different levels of trauma and this position requires a person who can show respect and compassion for the youth in our care. One must also be able to exhibit the ability to create balance and structure in our residences. House Parents must also be able to work cohesively together and effectively communicate with their coworkers, and others, to solve problems and ensure that they can regulate their behavior in every situation. House Parents must maintain and display healthy morals, values, and ethical behaviors that align with the organization's mission and core values.

QUALIFICATIONS

House Parents must be at least 21 years of age, have a valid Texas Driver's License, and an excellent driving record that meets the standards of HCYR and the insurance company. Applicants must be able to pass a criminal background check and provide acceptable references. HCYR also requires additional screenings such as the Diana Screen[®], drug testing, and fingerprinting.

KNOWLEDGE, SKILLS, AND ABILITIES

- Must be available to work the agreed-upon schedule, including weekends and holidays.
- Ability to remain calm under stress, and the ability to deal with crises situations.
- Ability to collaborate with others in a non-coercive manner.
- Ability to analyze and organize systems.
- Ability to listen, speak, and write effectively.
- Ability to use problem-solving and decision-making skills.
- Ability to be flexible.
- Ability to work independently and as part of a team to achieve goals.
- Ability to solve problems, make decisions, resolve conflicts, and listen.
- Success at managing a wide array of tasks and projects and an ability to thrive in a fast-paced work environment.
- Be willing to learn the policies and procedures of Hill Country Youth Ranch, The Health and Human Service Commission, and the DFPS Minimum Standards.

RESPONSIBILITIES

- Administer the rules and regulations of the residence to which assigned.
- Administer medication to residents according to training guidelines.
- Plan recreational activities for children, including daily routine activities, special events, work projects, off-campus activities, and outings that will be coordinated with the on-duty Program Coordinator.
- Attend and bring input to treatment plan meetings, and other required meetings/staffings.
- Transport children in care as appropriate in a vehicle provided for cabin use.
- Responsible for child safety, and will know the location of children in supervision at all times.
- Report cabin issues involving residents to team members at the first sign of problems. Report serious and/or repeated behavior to the appropriate staff (Program or Clinical Departments) as required in training.

- Meet minimum standards for professional growth. Take courses offered. Stay current in CPR-First Aid as required by policy. Keep current in hours of training, per HCYR policy, Contracting, and TDFPS standards.
- Establish and supervise the chores each child does daily.
- Make sure that children are dressed suitably at all times.
- Maintain the facility, including staff living quarters and yard, in a clean and orderly manner.
- Report needed repairs immediately to the supervisor and Maintenance Dept., and fill out written work orders.
- Report immediately any suspected child abuse or neglect to the Executive Director or her designee.
- As appropriate, assist residents in the development of life skills for future independent living.
- Maintain daily logs, medical records, and incident reports in an up-to-date manner, filed where required.
- Ensure that children attend school and other required activities.
- Accompany and supervise children for approved Church services and/or HCYR Chapel services.
- Provide management of behavior problems as they occur, using methods approved by HCYR & TDFPS.
- Demonstrate responsibility, maturity, and role modeling in all interactions with staff and children. Follow HCYR policies and code of conduct serving as the social, moral, ethical, and legal role model for children.
- Help provide a living style that is growth-producing and enhances interest in learning. Be attentive to the physical, emotional, spiritual, and academic growth of children under supervision.
- Follow procedures regarding checking in and out with Program Coordinators before leaving the ranch.
- Know dangerous places such as commercial businesses, bodies of water, dangerous hills, etc. that are designated off-limits to Ranch residents. Inform residents of these, and teach safety measures.
- Work assigned schedule and comply with Hill Country Youth Ranch's timekeeping policy.
- Perform other duties as assigned.

Additional Information

This position would require the house parent(s) to reside on campus, a living space will be provided. A thorough knowledge and understanding of housing and the policies should be understood before accepting an offer of employment.

All of our employees are mandated reporters and must ensure the safety and well-being of the youth in care by reporting any issues of abuse and or neglect suspected at any time to the Executive Director and the DFPS Hotline at 1-800-252-5400.

Hill Country Youth Ranch is an equal opportunity employer, committed to providing a safe, loving, and life-enhancing Christian environment for children and young adults, building a family-like support system for our residents as they overcome the effects of trauma and abuse. We are a faith-based organization and consider every position one of ministry. Hill Country Youth Ranch is looking for committed House Parents for positions at their Ingram and Leakey campuses.

If you are interested in applying for a position or learning more please visit our website:

[Https://www.youth-ranch.org](https://www.youth-ranch.org)