

THE SALVATION ARMY

Position Description

JOB TITLE: Family Visitation Monitor/Caregiver

DEPARTMENT: Professional Services

REPORTS TO: Professional Services Coordinator

EVALUATED: Probationary & annually

Minimum Qualifications:

- Must be at least 21 years of age.
- Must have a high school diploma or GED. Additional education in the field is preferred.
- Must be able to successfully pass a DSHS and Salvation Army history background check.
- Must have a valid driver's license.
- A minimum of one year of successful experience caring for or supervising children.
- Must be knowledgeable in the areas of client safety assessment and planning, problem-solving and crisis intervention.
- Must have or be capable of obtaining prior to employment: CPR/First Aid, blood borne pathogens, HIV/Aids, Mandated Reporter, Fleet driver training, and Child Safety training.
- Must be able to produce a recent negative TB test.
- Must be capable of visual and auditory supervision of children and adults.
- Must have excellent written and verbal communication skills.
- Must have or be willing to achieve 20 hours of documented training in the areas designated by DSHS for visitation staff.

Job Duties:

- Supervise visitations at The Salvation Army between DCFS referred children and their parents/relatives or siblings.
- Monitor for appropriate interactions and intervene when necessary.
- Be capable of deescalating situations with visitors who are or become disgruntled or aggressive.
- Carefully document each visitation using the required forms.
- Process all paperwork in the required time frames.
- Be capable of performing basic clerical duties including filing, typing, copying, faxing, and making phone calls.
- Communicate effectively with department staff, agency staff, and outside agencies as needed.
- Drive or ride-a-long to transport children to and from visitations.
- Report any and all safety concerns.
- Function as a team member.
- Provide direct care to children as needed and required including toileting, diaper changing, feeding, redirection, etc.

