



CAPTAIN
Community Human Services

Job Description

Job Title: Family Support Worker (Per Diem, Non-Exempt)

Program: Family Support Services

Reports To: Family Support Program Manager

Job Category: Specialist

A successful candidate for the position must be creative and enthusiastic and committed to supporting children with developmental disabilities, emotional challenges, and medical fragility. The position requires flexibility, travel, and providing services to families and children in their home.

Wage: \$19/hour

Hours/Schedule: 10-20 hours per week, mostly after-school and weekend hours, flexible schedule.

Job Summary:

Family Support Workers are responsible for the delivery of assigned services, such as psychosocial rehabilitation, caregiver and family support, community self-advocacy, respite, and prevocational services (depending on level of education and years of experience) and the completion of related documentation.

Family Support Workers focus on the developmental stage of the child and work with the child and their family and/or caregivers towards achieving age-appropriate developmental tasks. In collaboration with the Care Manager and family they design appropriate goals for the child to be successful in their home and community. Family Support Workers help the child, their family and/or caregivers to identify current assets and strategies for acquiring desired outcomes. Family Support Workers may also work with the child's family, including siblings, in teaching them how to best support the child in maintaining skill sets.

Duties and Responsibilities:

- Provide services based on the child's needs as identified in the Plan of Care and Treatment Plan.
- Coordinate with the child and caregiver on scheduling services.
- Work with family members to identify goals and objectives of treatment.
- Attend relevant meetings and trainings as required.
- Implement planned activities, structured environments, and organized social/recreational activities.
- Assist individuals and families in identifying personal strengths for positive change.
- Act as a resource for children and their families.
- Complete written documentation according to agency policy.
- Maintain regular communication with the family and Program Manager.

Skills Required:

- Excellent organizational and interpersonal skills.
- Strong communication skills and ability to work with special needs children and their parents.

- Ability to work collaboratively with a multi-disciplinary team.
- Ability to work with all ages.
- Able to work independently and meet state and federal deadline.
- Knowledge of community resources.
- Computer experience required (Microsoft Office).
- Positive representative for CAPTAIN CHS and dedicated client advocate.

Qualifications:

- Must have a minimum of a high school education (high school diploma or GED)
- Must have a Bachelor's Degree in a related field for specific services.
- Must be at least 18 years of age and be able to pass background clearance through NY State Central Registry, and fingerprinting for Department of Health and Office of Mental Health.
- Complete all mandated and or required trainings.
- Must possess a valid and clean NYS Driver's License and provide evidence of appropriate insurance coverage.

Telecommuting and Remote Policy:

Generally, work from home is not a viable option as this position requires significant in-person presence. Working from home will be considered in unusual circumstances and only when the Executive Director approves such a request.

Employer Disclaimer:

Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their direct supervisor.

This job description does not create an employment contract, implied or other than as "at will" employment relationship.

CAPTAIN CHS is proud to be an Equal Opportunity Employer (EOE).

Employee Signature _____

Date _____

Direct Supervisor Signature _____

Date _____