



## POSITION ANNOUNCEMENT

Position: Resident Advisor, East 144<sup>th</sup> Street – Young Adult

Reports to: Program Director

Function: Provides direct service to participants. Assists with training in skills of daily living including cooking, cleaning, budgeting, socialization, and conflict resolution in a 16 bed OMH Licensed Program for young adults ages 18-24.

Locations: The Bronx

Shift: Saturdays & Sundays (3:00pm-11:00pm)

Tasks:

- Provides hands-on support and training with daily living skills: planning and preparing nutritious meals, maintaining living space, personal hygiene, budgeting and money management – including banking and paying bills.
- Regularly assess and trains participants to care for their health and hygiene and maintain their living space.
- Monitors and documents client self-administration of medication, according to program policy and procedures.
- Conducts regular apartment inspections, and oversees maintenance of apartments, inventories furniture, and alerts director of maintenance problems.
- Upholds tenant obligations as per Resident Agreement and Rider, informing the director of any issues.
- Assist in leading groups and recreational activities.
- Administers standardized health screening tools.
- Alerts supervisor on duty to incidents, regressions and high-risk behaviors.
- Provides empathy and individualized support to program participants, as needed.
- Assists participants with conflict resolution.
- Documents services delivered response to service and significant events, incidents, regressions and high-risk behaviors.
- Trains participants in safety procedures and conducts fire drills and self-preservation tests.
- Attends trainings as requested by supervisory personnel.
- Duties as assigned by supervisor.

Qualifications: High school diploma or G.E.D. Bachelors preferred. Progressively responsible work history. Experience with persons with mental illness/addictive disorders preferred. Experience as a graduate of foster care or residential treatment a plus.

Part Time Hourly Salary: \$22.16 hourly

Email a resume, cover letter and contact information for 3 professional references to:

**Leah Burke, HR Recruitment Specialist**

**Email: [LBurke@acmhny.org](mailto:LBurke@acmhny.org)**

ACMH is committed to the mental and physical wellbeing of vulnerable New Yorkers and is a leader in the provision of outreach and engagement, care management, rehabilitation, crisis support, and supportive housing. ACMH is committed to becoming an anti-racist organization and seeks to promote actionable change to create an intentional culture of equity at individual, interpersonal and institutional levels.

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