Villa of Hope is hiring a Life Skills Instructor

LIFE SKILLS INSTRUCTOR

**Essential Functions:**
- Provides crisis prevention and intervention for youth and families
- Coordinates the completion of each youth's Individualized Crisis Management Plan (ICMP) within appropriate programmatic timeframes and facilitates its review/revision by treatment team members at every treatment meeting and/or as needed
- Participates in residential or clinical on-call system
- Fulfills all legal requirements as a Mandated Reporter under NYS law and professional ethical standards
- Provides individual therapy at least weekly to youth in residence
- Provides family therapy at least monthly to youth in residence and their family members
- Completes all appropriate documentation for treatment planning and progress for state and local agencies and/or criminal or family courts or makes plans for a designee to do so
- Demonstrates, promotes and practices cultural competency toward clients and staff through respect and understanding achieved through training and Agency cultural activities
- Completes initial and ongoing assessments and referrals as needed (e.g., chemical dependency, sexual abuse). And remains consistent with agency and corporate standards
- Provides group therapy/treatment to youth in residence and family members as needed
- Arranges family time for youth and their families as part of the treatment process, obtains their feedback after every visit, and documents both or makes plans for a designee to do so
- Provides transportation and/or coordinates transportation for youth and families when needed
- Acts as advocate and liaison of client and family in securing other resources when appropriate
- Collaborates and coordinates case planning with internal teams and external providers. (e.g., NYS Office of Children & Family Services, NYS Office of Mental Health, county Departments of Social Services, school district Committees on Special Education)

**Minimum Qualifications:**
- Bachelor's degree in human services preferred
- CASAC or CASAC-T preferred; other certifications and licensures are encouraged. Candidate is expected to obtain CASAC-T or other credential within 6 months of hire date
- Experience with adolescents in a behavioral health residential treatment facility
- Valid NYS driver's license required per Agency policy

**Special Skills**
- Milieu management skills, crisis intervention, verbal de-escalation techniques, basic individual and group counseling skills, rapport building, professional/healthy boundaries, and knowledge of mental health, addiction, and developmental disabilities
- Strong interpersonal skills with youth, families, staff, and stakeholders. Exemplary written and verbal communication skills
- Exceptional organizational skills and ability to balance competing demands on time and resources
- Ability to form, lead, and participate effectively on teams. Creative problem solving.
- Microsoft Outlook, Word, and Excel
- Commitment to quality improvement
- Readiness to learn Electronic Medical Record for documentation and clinical review purposes

**To Apply:**
Email cover letter and resume to Mary Benvenuto at mary.benvenuto@villaofhope.org.