

Job Title: Team Leader

Department: Restitution and Community Service Program

## SUMMARY

Provides direct supervision and support to program youth while assigned to community service worksites.

## ESSENTIAL DUTIES AND RESPONSIBILITIES:

- \* Transports youth to and from Saturday worksites.
- \* Works alongside youth on assigned community service projects.
- \* Completes behavior reports for each client at the end of the workday.
- \* Models positive behavior and make sound decisions while supervising youth.
- \* Supervises youth before and after community service.
- \* Completes all required training.
- \* Participates in agency outreach and fundraising events.
- \* Demonstrates a willingness to assist in other agency programs as needed.
- \* Acts as a custodian and demonstrates responsible and ethical use of agency property and facilities.
- \* Displays sensitivity to the service population's cultural and socioeconomic characteristics.
- \* Strives to embody the agency's Code of Ethics while working towards the agency's Mission.
- \* Learns and demonstrates Agency-wide Competencies including the areas of consumer and community relationships, continuous individual and agency-wide improvement, vision and purpose, respect and teamwork and positive leadership.
- \* Learns, develops, and models Positive Youth Development core competencies resulting in capacity to contribute to the mission of Haven House Services and be a resource to our youth and families, other partner organizations, and our community
- \* Other duties as assigned.

## QUALIFICATIONS

Education: High school diploma or general education degree (GED)

Experience: A minimum of one year of experience working with at-risk youth populations.

## Physical Demands/Working Conditions:

- \* Exposure to outside weather conditions
- \* Potential exposure to bloodborne and/or airborne pathogens
- \* Must utilize personal vehicle for transporting clients
- \* Weekend hours required

## Other Requirements:

- \* Valid North Carolina Driver's License and satisfactory driving record
- \* Acceptable background report
- \* Current and valid proof of car insurance
- \* Negative drug screen