



Christian City Position Description

Christian City is celebrating its 60th year of providing Life-changing Hope, through Faith, Community and Care to children and senior adults. It is an organization that enjoys a rich tradition while continuing to evolve and effectively meet the needs of children and senior adults on an idyllic 500-acre campus just south of downtown Atlanta. Children who are victims of abuse, crime and poverty are provided the foundation they need in a safe and loving home environment on campus or by placement in a foster or adoptive home. Runaway and homeless youth are rescued through the “Safe Place” program and are also nurtured and supported in a residential environment. We serve our senior adults with a full continuum of residential and support services, including nursing home and hospice care.

Position Title: Behavioral Aide

Department: Children and Family Programs

FLSA Status: Exempt

Reports to: Residential Program Manager

Salary Grade:

SUMMARY: The Behavioral Aide is responsible for, under general supervision, provides one-on-one behavioral interventions with children and youth. The Behavioral Aide will deliver services to youth receiving specialty mental health services in the residential placement/school or during community outings and performs related work as assigned/duties to maintain daily operations of a residential care program for children and youth.

DUTIES AND RESPONSIBILITIES:

- Provides one on one direct behavioral intervention with children/youth. Serves as a positive role model for the child/youth.
- Provides time-structuring activities.
- Provides immediate behavioral reinforcements. Provides appropriate time-out strategies.
- Develops behavioral treatment plans with input of treatment team. Provides cognitive behavioral approaches, such as cognitive restructuring, use of hierarchies, and graduated exposure.
- Collaboration with and support for the family caregivers’ efforts to provide a positive environment for the child/youth.
- Assists the child/youth to engage in, or remain engaged in, appropriate activities. Helps to minimize the child/youth’s impulsive behavior.
- Helps to increase the child/youth’s social and community competencies by building or reinforcing those daily living skills that will assist the child/youth in living successfully at home and in the community.
- Assists in developing the child/youth’s ability to sustain self-directed appropriate behavior, internalize a sense of social responsibility, and/or enable participation proactively in community activities. Ensures safety of client at all times during the provision of Therapeutic Behavioral Services; remains responsive to the client’s needs.
- Verifies the authorization for medical treatment forms and any other required forms are completed and on file. Maintains confidentiality regarding child/youth and his/her family. Reports incidences of suspected of child abuse in compliance with mandated reporting requirements. Communicates professionally with clients, parents, and guardians. Attends ongoing clinical supervision of a meeting as required; participates in case conferences and related meetings as directed.
- Handle crisis calls, walk-in crisis situations, referrals, and admissions as needed.
- Attend all staff meetings and regular supervision.
- Utilize Paycor Portal as the only method to view schedule, time clock punches, and request time-off.
- Complete annual training requirements to meet all governing body requirements.

- Assure confidentiality of information related to clients, personnel, and other information of confidential nature.
- Interact with clients and team members, at appropriate times, in a friendly, service-oriented manner.
- Complete progress notes for youth
- Create Behavioral contracts with case manager and youth.
- Maintain regular attendance in compliance with Christian City standards.
- Comply at all times with Christian City's standards and regulations to encourage safe and efficient operations.
- Other duties, as assigned.

SUPERVISORY RESPONSIBILITIES: Not Applicable

QUALIFICATIONS:

- Bachelor's degree in psychology, social work, child development or a closely related field or Associate of Arts Degree and two years' experience in direct service with children/youth with mental illness and or behavioral needs.
- Or a current certification as a Behavioral Aid with 2 years or more experience.
- Minimum two years' experience providing services to children/youth in a mental health environment
- Current CPR/First-Aid Certification (or completed within 30 days of hire).
- Must pass a pre-employment criminal background check and drug screen.
- Basic Word Processing knowledge is preferred.