

Jelani Family Transitional Housing

Monitor Job Description

Overview:

The Bayview Hunters Point Foundation for Community Improvement was established in 1971 by Ernest Mitchell, Jr., a long-time Bayview Hunters Point resident. Over the past 45 years, we have built a service system that now reaches residents across Southeastern San Francisco to address the challenges of alcohol and drug abuse, mental illness, youth support, and incarceration. The foundation focuses on the city's increasingly disenfranchised Black community and its growing Latinx population, with particular attention paid to individuals whose lives have been affected by substance abuse.

Program:

Transitional housing is designed to support those who are on their way to regaining independence in their lives. This means that residents have completed a clinical intervention program and just need time to put their affairs in order. While transitional housing is only temporary, it is a crucially important step that allows people in recovery a chance to practice life skills before fully reentering society. By the end of a resident's stay, he or she will procure steady employment, family and service support, and tools to stay healthy and independent. The Jelani Family Program is not clinical in nature and does not offer therapy or treatment. However, in addition to the housing component, case management plays a central role in the residential experience.

Position:

The Jelani Family Residential Monitor helps clients identify and develop skills and behaviors necessary to recover from their substance abuse and mental health diagnosis. This position will help clients modify their behavior, identify maladaptive behaviors and situations that interfere with their recovery, assist clients in understanding addiction, mental health and behavior disorders and help them develop strategies and healthy adaptive skills to cope with those problems.

Job Responsibilities:

- Monitor the community in the residence and oversee program activities
- Help to build and encourage community atmosphere
- Train Residents on program policies, protocols and procedures
- Enforce company and program policies, protocols and procedures
- Enforce Resident House Rules
- Foster and encourage a comfortable homelike environment
- Document all interactions with clients; Monitor resident passes and visitors
- Follow ethics policy regarding "professional relationships with residents"
- Notify the Case Manager or Program Director of rule violations and any other immediate concerns.
- Maintain the safety of the house by ensuring all security protocols are followed
- Other duties as assigned

Required Qualifications:

- A minimum of one year of experience working in behavioral healthcare.
- Must have working knowledge of recovery and treatment philosophies.
- Must be a self-starter with excellent follow-through skills
- Proficient in Microsoft Office (Word, Excel, and Outlook)
- Knowledge of community resources and services such as Calworks, SSI and CPS
- Current California Driver's License
- Current CPR and First Aid certification
- Current TB clearance and any other medical vaccination requirements

- Able to lift 40 pounds / Able to traverse multi-level stairs proficiently and safely

How to Apply: Lillian Kim Shine, Bayview Hunters Point Foundation
150 Executive Park Blvd, Suite 2800
San Francisco, CA 94134
or (415) 468-5104 (Fax)
or info@bayviewci.org