



Established in 1943, Boysville is a not for-profit 501c (3) organization with the mission of providing a safe family environment for children in need, so that they may become responsible adults.

We are currently looking for a **Teen Parent Specialist** for our Teen Pregnant and Parenting Program. The right person will identify with our core values of Advocacy, Family, Spiritual Development, Education, Mutual Respect, Dignity, Compassion, and Responsibility. With our mission and these values in mind, the role will primarily provide:

Responsibilities include:

- Provide care for pregnant and parenting adolescent's ages 13-21 years old and their children ages 0-3.
- Assist in initial orientation of all new residents
- Demonstrate and teach constructive behavior and social skills.
- Demonstrate and teach basic parenting skills.
- Demonstrate and teach realistic problem-solving behaviors and life skills.
- Teach appropriate personal hygiene skills for parents and babies/toddler.
- Reinforce positive behavior by providing healthy, positive alternatives for residents.
- Implement social and recreational activities
- Engage with residents daily during activities and leisure time.
- Staff will be responsible for the care of the children in the event that the mother is not able to care for the child/children
- Prepare meals and complete menu documentation/pick up groceries.
- Attend and transport residents to appropriate facilities; including all medical/dental appointments, therapy, parent/child visitation, etc. Transportation will be provided with a Boysville assigned vehicle.
- Administer and document all medications. Notify appropriate individuals when medication is low; be aware of potential side effects of medications
- Follow daily schedules and participate in all related activities with residents.
- Complete all necessary documentation such as daily case notes, shift change and activities.
- Document all serious incidents accurately and in timely manner. Ensure timely and proper notifications for reporting of serious incidents is made to the appropriate designee.
- Maintain appropriate boundaries with residents and staff at all times.
- Maintain culturally competent relationships with residents and staff at all times.
- Provide input into development of service planning.
- Attend regular meetings.
- Use trauma informed care and consequences when addressing resident behavior
- Be a positive role model for residents
- Complete daily room checks and completion of chores
- Ensure cleanliness of all cottage areas
- Participate in group classes/community meeting sessions with residents



**Qualifications:**

- Must have a HS Diploma or GED with six months experience in childcare setting.
- Must possess excellent communication, organization and time management skills.
- Must have a valid driver's license with a clean driving record.
- Required to participate in mandatory training requirements
- Must possess cultural sensitivity towards residents. Must exhibit behavior that demonstrates cultural diversity and sensitivity (See Corporate Policy #2103).
- Knowledge of child development and human behavior preferred
- Ability to work as a team member with other staff members, service providers and professionals.
- Ability to differentiate between a helping/mentor role and when to intervene to ensure safety with residents and their child.

**Physical/Mental Requirements:**

- Ability to read, write and converse in English.
- Ability to care for up to 8 children.
- Ability to communicate with staff, residents, families, support agencies and others.
- The ability to handle a high stress environment
- Bending, lifting, grasping, fine hand/eye coordination, pushing/pulling, prolonged sitting/standing.
- Ability to respond to telephones and other auditory stimulation. Quantitative/mathematical ability (addition, subtraction, multiplication, division, standard measurements).
- Knowledge of basic computer skills.

Candidates must be available for flexible scheduling. Our typical shift for this position will be 12 hours per day/40 hours per week. Shifts may run mornings, afternoon, evenings, and/or overnights. This is subject to change as needs/ratios change.

Salary: \$13/Hour

Benefits: Medical, Dental, Vision, Long Term Disability, Life, Employer-Paid Benefit Allowance, and a 403(b) defined contribution plan with a 4% match

If this sounds like the position for you, please send your resume to [humanresources@boysvilletexas.org](mailto:humanresources@boysvilletexas.org) for immediate consideration.

All applicants must be able to pass a background check per TX DFPS minimum standards, a drug screen, and receive a TB test.