



Position Announcement

POSITION: Skills Trainer Assistant
(3 New Part Time Openings)

SALARY: \$11.30-12.71/hour

OVERVIEW:

The Skills Trainer Assistant provides support to the Skills Trainer in providing educational sessions to children and families identified as needing social skills and/or violence prevention education. The Skills Trainer Assistant assists in preparation for group sessions, classroom set-up/clean-up, data collection, follow-up with youth and/or families and supporting group activities. Services will take place in school or other community-based locations that best meet the needs of the community. The typical working hours are Monday through Friday 1pm-5pm, however evenings may be required from time to time based on the client's needs.

Duties include, but are not limited to:

- Support the Skills Trainer in delivering group educational sessions (social skills and/or violence prevention) with youth while ensuring the fidelity to the evidence-based curriculum and agency policies.
- Support baseline assessment and post-assessment of each youth as required and input into data monitoring system.
- Provide rewards/incentives for ongoing participation and graduation from program.
- Support family participation in sessions to support skill-building at home and in other settings.
- Coordinate services with school sites and community partners as required.
- Write and maintain accurate case files, including but not limited to, correspondence, screenings, check lists, referrals, etc.
- Work collaboratively with Skills Trainer towards the mission and goals of the program.
- Participate in scheduled supervision to review participant progress.

QUALIFICATIONS:

A high school diploma or general education degree (GED) is **required**.

BA degree in Psychology, Social Work or similar field from an accredited college or university is **highly desired**.

Previous experience running group sessions is **highly desired**.

At least 1 year of experience working with children and families in social services is **required**.

Must possess a valid California Drivers License, a reliable automobile and auto insurance.

Must be at least 21 years of age.

TO APPLY:

Fax: (866) 659-6866

E-mail: jobs@kidshome.org

Website: www.kidshome.org

SCH offers competitive salaries dependent upon experience and excellent benefits.

For additional details please visit our website at www.kidshome.org.

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