

## **Foster Youth Supervisor-Per Diem Position** (FYS)

### **Job Description**

**Qualifications:** Bachelor's degree in social work, criminology, sociology, child development, or related field. A minimum of year for year experience and/or equivalent combination of experience and education may be considered as relevant.

Must have and maintain CA Driver's License with reliable transportation and car insurance for regular travel within Fresno County and possibly out of county (mileage reimbursement for approved work-related travel at the federal reimbursement rate).

**Background Clearance Requirement:** Employment will be contingent on successfully passing a mandatory background check through Focus Forward (FF). This will be completed, passed and clearance will be maintained according to the satisfaction of Focus Forward. An outside background clearance will not be accepted or considered.





**Experience:** Direct experience serving at-risk youth and/or their families who have been involved in the juvenile justice or child welfare systems. Knowledge of and direct service skills such as establishing rapport, maintaining healthy boundaries, Trauma Informed Practices and positive youth development practices required.

**Supervision:** Reports Directly to the Director of Programs.

**Description of Duties and Responsibilities:** Foster Youth Supervision services is a service provided by a team of Foster Youth Supervisors (FYS) led by the Director of Programs (DOP). The FYS staff will provide supervision to foster youth and/or youth placed into protective custody by the Fresno County Department of Social Services (DSS)/Child Welfare Services (CWS) on an as-needed basis. Services may be provided between the hours of 5:00pm and 8:30am Monday through Thursday; through the weekend from Friday 5:00pm through 8:30am the following Monday; and all County of Fresno holidays beginning the day before the holiday at 5:00pm until 8:30am the following workday. FYS staff are expected to watch the youth, ensure they are safe, politely converse with the youth, as appropriate, have the maturity and good professional judgement to contact the Social Worker when needed, and relay/document any significant incidents that occur while supervising. This may include multiple youth, youth exhibiting extreme behaviors, or youth that are victims of sexual abuse. Youth requiring supervision are typically between 10-17 years old and represent all genders and ethnicities.

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**Focus Forward**  
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Fresno, CA 93725

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### **Major Responsibilities:**

- Provide direct supervision of youth receiving services from FYS Program.
- Provide social-emotional support and engage in age-appropriate activities during supervision hours.
- Ensure that the youth's safety and security is appropriately monitored during supervision hours.
- Maintain and ensure the privacy and confidentiality of all youth receiving services.
- Establish and maintain positive communication with CWS/Probation Staff.
- Attend all required trainings and meetings.
- Ensure that all daily reports are submitted in a timely manner.
- Use assigned data system to enter all pertinent information.
- Follow all FYS Program policies and procedures.
- Comply with local, state, and Federal public health directives (mandatory use of face coverings and ensuring ill staff do not report to work.)
- Performed all other job-related duties as required by DOP or Chief Executive Officer

### **Required Knowledge/Skills:**





- Friendly personality.
- Compassionate.
- Good decision-making skills and sufficient maturity.
- Experienced with foster/probation youth, and or adolescents; and
- Knowledge of the impacts of trauma on behavior.
- Excellent verbal and written communication skills and organizational skills
- Demonstrated computer skills including, but not limited to using databases, use of Microsoft Office, social media, Website and Email
- **Per Diem Position** will require staff to be available to be On-call Monday thru Sunday including holidays when scheduled by DOP and/or designee.
- **Be available after 5:00pm-8:30am Monday thru Sunday on a rotational schedule developed by FYS Coordinator. Required to respond within 1-hour of call from FYS Coordinator.**
- Proof of Driver's License and proof of car insurance 15k/30k liability is a requirement.
- Bilingual (English/Spanish/Hmong) preferred

### **Work Environment and Physical Conditions/Demands:**

- Supervision is to be provided on County premises, primarily the CWS Office or Juvenile Justice Campus and local area hospitals. Staff providing supervision are expected to report to the location identified by County within one hour. Supervision will take place indoors in an appropriate room, identified by County.
- The County will provide restrooms, food/beverages, and other necessities for youth. Supervising staff will not be required to transport youth.
- FYS Staff will need to plan for their food/beverages and other essentials needed during work shift. These items are not to be shared with youth. FYS Staff may be required to remain on-site.

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- Cubicle setting, sitting/standing for prolonged periods of time, lifting up to approximately 40 pounds (more or less as needed), computer and telephone usage, physical coordination, working in quiet, noisy or crowded environment, speak loudly/softly, stooping, bending, lifting, reaching, must drive vehicle.
- Staff must remain awake at all hours of their shift, including during overnight hours
- In general, only one staff will be required to supervise a youth. However, there may be instances where more than one staff or staff with a specific gender may be requested/needed. Examples requiring the latter may include multiple youth, youth exhibiting extreme behaviors, or youth that are victims of sexual abuse. If such a circumstance arises, the County will request additional supervision staff to meet the need. Youth requiring supervision are typically between 10-17 years old and represent all genders and ethnicities.
- Must be comfortable working with youth facing various challenges and provide services in a non-judgmental manner. These conditions and physical demands are representative of those that must be met by an employee to successfully perform essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

### **Health Screenings and COVID-19 Vaccination Requirement**

Staff are required to conduct health screening in compliance with Community Care Licensing and Fresno County requirements. Proof of COVID-19 vaccination is required. Exemption requests can be made for qualified medical or religious reasons. If approved, must be able to meet testing requirements.

**Compensation/Benefits:** \$20.00 per hour. Position is part-time, non-exempt on a per diem basis. **Hours will vary from week to week depending on service needs.** Holiday pay for hours worked on employer-designated holidays. Sick time off (24hrs) may be applied for planned work shifts. 403b retirement option with up to 4% employer match. On-call stipend may be available for on-call shifts not worked as funding allows. Monthly phone stipend may be available as funding allows.





**How to Apply:** Please send your resume and cover letter to Marc Salazar, Director of Programs at marcs@FocusForward.org.

Positions open until filled.

*Focus Forward is an equal opportunity employer and does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.*

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