

Work-Study Title: CFS Ambassador
Department: CLP Community Service
Reports to: Ed Orlowski
Length of Employment (check one) Fall ____ Spring ____ Both ____
Student Name:

Position #: 502F5
Category: Student
Pay rate: \$8.25/hr
Office Use Only
ID:

Hours Required

10 – 20 hours/week. Covers openings in the Group Home schedule due to vacations, illness and scheduling gaps. Flexible, with no guarantee of hours.

Position Purpose

Under the supervision of the residential counselors, the relief residential counselor works directly with the residents to assist them in managing their behavior within program expectations. The counselor's primary responsibilities are to help create a therapeutic atmosphere within the milieu assist teens in decision making and to support the needs of the program as they relate to each specific shift .

Motivations/Interests/Skills Required

Associates Degree in Human Services, Counseling, Social Work

Duties & Responsibilities

Essential functions of the position include but are not limited to the following:

- Supervision of and intervention with teens in the CFS residential program.
- Management and implementation of the Group Home behavioral program.
- Individual and group counseling with program teens
- Crisis intervention within the program and community.
- Support teens in developing living skills including meal planning and preparation, homework, employment, hygiene, medication and independent living skills.
- Participation in daily recreational activities, therapeutic groups, AA meetings and community service projects.
- Daily record keeping including progress notes, interventions, check sheets and incident reports, Petty cash log, medication log and communication record.
- Provide supervision and transportation for residents for appointments and activities.
- Provide program support by assisting with program projects and errands.

Benefits to Student Employee

- Insight into and exposure to a residential program for delinquent teens
- Gain listening, counseling, teaching and mentoring skills
- Gain familiarity with documentation procedures in a counseling/residential program

Supervision

The CFS Ambassador will be directly supervised by the Treatment Supervisor
The CLP Director and the Off Campus Coordinator will supervise the student in their role as Student
Community Service Coordinator.

Supervisor's Signature

Date

Student's Signature

Date

Student Financial Services

Date

Site Contact

Ed Orłowski LICSW

orłowski@cfsnh.org

518-4330

Child and Family Services

103 N. State St.

Concord, NH 03301

The site is located at:

240 N. Main St.
Concord, NH 03301
518-4005

From Henniker, take 202 & 4 to Route 89 South. Follow 89 South to Concord NH
Get on Route 93 North and travel till exit 15 W (Route 3 N. Main St.)
Take exit 15W and follow it to the road ends (about ½ mile) moving into the left lane
Turn Left at the lights onto N. Main St. Go about 100 yards till the divider ends.

Turn Left into one of two driveways on either side of a White Colonial with pillars on the front porch
240 N. Main St.