

Liberty Resources is seeking a **Residential Program Supervisor**.

Our employees have passion around the services they provide and our corporate values of excellence and staff support. We pride ourselves on high quality, integrated, community-based services that meet the evolving needs of our communities. We're committed to building a diverse workforce that values contributions of all team members and work to recognize cultural beliefs, values, traditions, language preferences, and health practices of the communities that we serve and how they apply to provision of positive health outcomes.

Apply at: <https://www.liberty-resources.org/careers/>

Essential Job Functions

1. Supervises assigned program and all direct support staff in the day-to-day implementation of program services. Helps staff meet high standards of performance, qualitatively and quantitatively for care of program participants.
2. Assures continuity of client services and high standards of client care; facilitates individualized service planning and implementation of goals in cooperation with the treatment team.
3. Provides instruction and supervision to staff concerning residential habilitation, policies and procedures, program goals and objectives.
4. Responds to and effectively handles emergency situations which may require flexibility of both time and areas of assignment; applies SCIP-R and behavior management techniques as required, works with Behavioral Specialist and consulting psychologist to develop behavior intervention plans with functional analysis, baseline and data collection.
5. Shares on-call responsibilities with Assistant Supervisor; takes corrective action to ensure: conflict resolution, staff coverage requirements, crisis intervention, Untoward Incident notifications and staff debriefing.

Duties and Responsibilities

1. Oversees the IRA for compliance with health, safety, and regulatory standards; makes appropriate recommendations.
2. Assures staff orientation, supervision and training by identifying and providing in-service training and use of external continuing education opportunities
3. Develops and implements staffing plans; shares on-call responsibilities with Assistant Supervisor; takes corrective action to ensure staff coverage requirements of the IRA; provides coverage at community residence as reflected in staffing plan, including overnights as required.
4. Monitors the maintenance of required records and documentation of service provided. Ensures Medicaid eligibility and all records are compliant with Medicaid requirements by completing reviews. Also monitors qualitative aspects of documentation.

Qualifications

Bachelors/Associates and three (3) years experience or related combination of education and experience. Prior supervisory experience preferred. Must have a valid driver's license.

Required Skills and Abilities

Strong organizational and interpersonal skills. Effective oral and written communication skills. Ability to supervise others. Must constantly move about; ascend/descend stairways; observe, instruct and supervise staff and consumers in all activities of daily living. Ability to lift, transfer or physically assist consumers may be required. Demonstrate initiative, sound judgment, industry, and an understanding of residential habilitation procedures and compliance requirements. Is culturally competent.

We Offer:

- A Collaborative and Supportive Team Atmosphere
- Competitive Compensation and Paid Time Off package
- Family Friendly Workplace
- Medical/Dental/Vision Coverage
- 401(k) Retirement Saving Plan
- Continuing Education Opportunities Offered

Liberty Resources is committed to creating a diverse environment and is proud to be an equal opportunity employer. Liberty Resources offers equal employment opportunities to all persons without regard to race, color, ethnicity, religion, sex, sexual orientation, national origin, age, marital status, physical or mental disability, parental status, housing status, source of income or military status, in accordance with applicable federal, state and local EEO laws.