****  
**Position:**  **Caterpillars Psychiatric Rehabilitation Specialist (CBPRS)**

**Hours:** Fulltime, Monday – Friday, typical business hours

*Evening and weekend work is sometimes required in this position. Flexible scheduling, some overtime may be requested.*

**Compensation:** $16.50 to $20.00 per hour (based on relatable paid experience and education level)

**Supervision:** *This position reports to the Caterpillars Child and Family Therapist and the Clubhouse Site Director*

# YWCA Helena Mission:

YWCA Helena is committed to preventing homelessness, providing safe and supportive housing for women and children experiencing homelessness, and providing services that restore hope, self-sufficiency, and happy, healthy lives. Together with YWCA USA and YWCA’s across the country, we are dedicated to eliminating racism, empowering women, and promoting peace, justice, freedom and dignity for all.

# Job Summary:

A crucial and integral component of YWCA Helena’s work includes the Caterpillars Clubhouse. The Caterpillars Clubhouse is a trauma informed and responsive licensed childcare facility. The Clubhouse team provides day-to-day care for children aged 0-12 years who have experienced trauma, exhibit challenging behaviors, and may be unable to participate in typical community-based childcare.

Utilizing supervision from child behavioral health specialists, the CBPRS will utilize evidence-based therapeutic strategies to increase independence and decrease challenges related to an SED diagnosis and trauma exposure in home, school, and the community. The successful candidate for this position will be tasked with providing direct supervision and direction to emotionally and behaviorally challenged children and adolescents on an individual basis in a compassionate and respectful manner. This includes an unwavering commitment to the safety of our students and being aware of all ongoing developments and concerns, on a daily basis. This responsibility also includes demonstrating the ability to distinguish between discipline and punishment as well as seeing past a child’s surface behavior to recognize the child in need of help. Additionally, there is an innate desire to build trusting and supportive relationships with the child as well as the child’s care team (which can include parents, guardians, Clubhouse staff, volunteers, therapeutic providers, etc) and recognize this as a prerequisite for successfully implementing individualized treatment plans.

Finally, this position is an instrumental team member to a multidisciplinary and holistic team at the YWCA. The Caterpillars CBPRS facilitates an ongoing approach to both align YWCA Helena’s effort to prioritize child(ren) and parent(s) reunification.

**Direct Services**

* Direct one-to-one contact with the assigned child as they navigate their daily routines at the Clubhouse.
* Model and teach appropriate social-emotional and regulatory skills, techniques, and interventions for developing a healthy adult/child relationship as well as child/child relationships in the classroom.
* Complete clear, objective clinical documentation regarding assigned child’s activities and behaviors in an appropriate time frame.
* Provide feedback to clinical staff regarding child’s interactions, activities, and behaviors.
* Adhere to and follow the child’s written treatment plan.
* Assist the child as they participate in classroom activities, community outings, therapy appointments, etc.
* Collaborate with parents to help their children progress towards educational and behavioral goals, communicate and partner with parents regarding their children and the center’s policies, and develop and monitor individual goal plans based on parent input and developmental assessment.
* Respect and maintain confidentiality and adhere to strict boundaries and professional ethics.

**Team**

* Work as a partner in a multidisciplinary program/therapeutic team.
* Establish and maintain a good working relationship with all Caterpillars team members.
* Works closely with the Caterpillars therapeutic team to build recommendations and update treatment plans.
* Participate in discipline specific, as well as interdisciplinary staff meetings, trainings, supervision sessions, and functions as assigned.
* Act as an advocate representing perspectives relative to the parent-child relationship.
* Adhere to YWCA Helena ethics and values.
* Other duties as assigned.

**Job Qualifications**

A belief in the mission of YWCA Helena and positive attitude toward YWCA Clients will be the most important key to success. Attitudes, unlike skill sets, generally can’t be taught. Must believe in the shared humanity of all people, go the extra mile for someone in need, be willing to give someone the benefit of the doubt, treat each person as an individual and foster a return to independence, not greater dependence.

In addition to the above characteristics ideal candidate will possess the following qualifications:

* Ability to identify problems and show initiative to develop and implement solutions.
* Keen understanding of poverty along with an understanding of trauma and how trauma presents in choices and interactions.
* Knowledge of Circle of Security or willingness to learn Circle of Security.
* Ability to work collaboratively with culturally diverse peers, community representatives, other staff within the organization and ability to relate well to clients and their families.
* Knowledge and understanding of issues and dynamics within families.
* Ability to approach all parents with compassion and understanding.
* Ability to intervene and respond quickly in crisis situations and have proven conflict resolution and de-escalation skills.
* Knowledge about and/or experience working with children who have been exposed to trauma and/or who are at-risk of trauma exposure is a plus.
* Experience working with survivors and victims of sexual and domestic violence is a plus. Experience working with homeless individuals and families is a plus.
* Must have a positive attitude and ability to perform multiple duties.
* Valid driver’s license and insurable. Ability to travel to programs or other off-site facilities utilizing personal or company vehicle as required.
* Ability to lift at least 50 pounds.
* Ability to work both independently with minimal supervision as well as cooperatively and part of the YWCA team.
* Demonstrated professionalism, integrity, and ethical behavior with regard to confidentiality as well as in matters concerning coworkers.
* A commitment to eliminating racism, empowering women and promoting peace, justice, freedom and dignity for all.

**Job Requirements**

Two (2) years’ experience in childcare, health, human services, education, or related field of study is required as well as a high school diploma or equivalency certificate. An associate or bachelor’s degree in child development, social work, or related field from an accredited university is preferred. Must be at least 18 years of age and current on all required immunizations, First Aid and CPR, and pass a criminal background check. A fingerprint background check is required for all staff at YWCA Helena.

Please submit cover letter, resume, and three professional references to [jessie@ywcahelena.org](mailto:jessie@ywcahelena.org). This position is open until filled.