

COMMUNITY LINKS, INC.
THE RESPITE CONNECTION (TRC)
RESPITE MENTOR JOB DESCRIPTION

The qualifications below are in accordance with Community Links, Inc. The Respite Connection program goal is to provide families with only skilled, responsible Respite Mentors. In addition, it is the policy of C Links to contract with qualified individuals without regard to race, color, national origin, handicap, creed, or political affiliation.

Characteristics of Work

This contractual work involves the provision of direct care Respite/Mentor services for families of children and youth with or at risk of social, behavioral or mental health challenges. This individual must be able to directly supervise and work with children and youth and be able to develop appropriate relationships with both the child/youth, and his/her parent(s) or primary caregiver. This person must be able to carry out individually designed therapeutic recreational activities with the child/youth; have the emotional maturity and experience to manage children/youth with challenging behaviors; be able to maintain a calm demeanor if a crisis occurs; and possess the judgment to notify the Respite Coordinator and/or emergency personnel, if necessary. The Respite Mentor must be able to keep appropriate records, follow parental instructions, possess good communication skills, be punctual and respectful of the family's needs.

Examples of Work

- Provide direct care and supervision of the designated child/youth in the home or on outings in the absence of the parent(s) or caregiver(s).
- Work with a child/youth to help them engage in planned, appropriate therapeutic, recreational and educational activities based on the respite care service plan.
- Maintain written documentation and make verbal reports to the Respite Coordinator, as required.
- Participate in initial and ongoing training as required by the C Links Respite Connection.

Minimum Requirements

- The ability to work well with children and youth ages 5-17.
- Must possess a high school diploma or GED, be able to read and write, and be 21 years or older. First Aid/CPR Certified (within 30-60 days of hire)
- A bachelor's or master's degree and/or training in child mental health, education, and/or related field are a plus
- Valid driver's license and current car insurance. Must pass all C Links required background checks: Child Registry, Motor Vehicle Report and FBI background check.
- Must display characteristics of maturity, good communication skills, flexibility, stability, responsibility, and values consistent with program and agency philosophy, as described in the C Links Respite Connection Program and Training Manual.

If interested, please send resume to: Info@clinksms.org or mail to:

Attention: Admin

Community Links, Inc.

1060 East County Line Road, Ste. 3A-302

Ridgeland, MS 39157

601.963.0613