

THE LEARNING CENTER FOR THE DEAF

POSITION: **RESIDENTIAL COUNSELOR**

DEFINITION: Residential Counselor will provide leadership to residential students by developing, implementing and monitoring all residential activities, which support residential students' social, physical, intellectual, communicative and emotional development.

REQUIREMENTS:

- BA/BS degree in Human Services or equivalent preferred.
- High School diploma with 2 years of experience in residential setting or supervisory level may be equivalent. Fluent in American Sign Language. Ability to communicate and work effectively as part of a team.
- Knowledge of issues and priorities important to students' needs in a residential program preferred.
- Competency in Microsoft Office software programs.
- Willingness to work a varied schedule.
- MA Driver's License must be secured and in good standing.
- Experience and skill in developing, implementing and/or planning activities for residential students.

SUPERVISOR: Residential Supervisor and/or Director of Student Life

FUNCTIONS AND RESPONSIBILITIES:

Provide direct supervision and support to the residential students.

Support, plan and maintain residential and independent living skills activities to meet identified individual residential student and/or programmatic needs.

Utilize database to ensure all externally and internally required reports are complete, accurate, and implemented on schedule.

Work collaboratively with TLC colleagues to facilitate students' educational, social, recreational and life skills activities within existing programs.

Be accountable for the general supervision of residential students and remain on duty during emergency situations.

Maintain residential program's expectations, including school policies and procedures.

Work with other Residential Counselors in coordinating activities, field trips or finding guest speakers for residential program if needed.

Assist TLC staff with coordinating other related activities as deemed appropriate.

Perform other tasks as assigned by the Residential Supervisor and/or Director of Student Life.

May be delegated and trained to conduct medication administration or certain medical procedure responsibilities for students

Each application will be carefully reviewed, and those candidates who are most qualified will be invited for an interview. The Learning Center for the Deaf is an Equal Opportunity Employer.