

East Patchogue, NY
PT Overnight Respite Counselor
Concern for Independent Living
Contact: Elaina Kaye, HR Recruiter
(631) 750-2217
elainakaye@concernhousing.org

Hours: Saturday & Sunday; 12am-8am

The overnight counselor is primarily responsible for the overall monitoring and safety of Respite Guests and site.

Duties and Responsibilities:

- Complete daily medication control counts.
- Complete documentation (ie: progress notes and ER notes) as needed
- Read log and respite shift summary emails for updates, instructions, and assignments
- Complete hourly rounds past each respite room.
- Read log for updates, instructions, and assignments.
- Provide counseling as needed. Document updates in log, as needed
- Crisis intervention, as needed.
- Weekly medication counts; check for accuracy and corresponding documentation.
- Perform hourly walk-throughs of site during shift. Complete overnight checklist sheet.
- Provide bagged breakfast/lunch, as needed.
- Participate in monitoring of morning meds, as needed.
- Prompt guests needing to wake early.
- Attend program's monthly staff meetings.
- Adherence to all policies and procedures as set forth in Concern's personnel manual.
- Remain current with all Agency required compliance documents and trainings.
- Attend agency forums/meetings, as applicable.
- Other duties as assigned by the Program Coordinator/Behavioral Health Specialist.

Position Requirements:

Requires a minimum of a high school diploma or equivalent along with at least 2 years of experience in a similar role

Click here to apply: https://www.appone.com/MainInfoReq.asp?R_ID=3715447

Applicants may email their resume to elainakaye@concernhousing.org or fax their resume directly to (631) 750-2203 attention to HR for consideration.

Perks: Concern for Independent Living offers an Agency Sponsored Retirement Plan and Employee Sponsored 403(b) Retirement Plan for part time employees. Concern encourages employee growth, offering Educational Assistance and Scholarship Programs, Licensure Reimbursement and Possible Internship/Clinical Supervision. Referral Bonuses are also available!