

Wellness Coordinator

Position Summary

Garland Oaks seeks to hire a Wellness Coordinator to provide health and wellness education and activities within a safe home for DMST female survivors ages 12-17 years.

The primary focus of this position is to work alongside other direct care staff to provide structure and consistency for the girls at Garland Oaks. In addition to direct care supervision this position will help create and execute the custom wellness program and other program aspects at Garland Oaks, which will help teach and empower residents on their individual path of healing.

Start Date: TBD

Hours: Full Time / Part Time Available

Location:

Blount County (undisclosed location)

Organizational Relationships:

Program Coordinator

Education: Bachelors Preferred

Principle Duties

- Help maintain the structure at Garland Oaks by assisting residents through a pre-planned daily schedule
- Closely provides direct and continuous supervision of Garland Oaks residents in accordance with policy and procedure that promote a safe, secure, and nurturing environment for residents and staff
- Supervises structured and leisure activities of the residents, including preparing residents for various group and individual activities, such as group therapy, fitness, chores, IL classes and electives
- Supervises and provides instruction of all daily activities (e.g; bathing/showering, personal hygiene, etc.) to maintain physical cleanliness and hygienic conditions of home
- Administers behavior management programs
- Monitors residents for changes in behavior that may indicate potential crisis situations in accordance with facility guidelines and alerts other staff as appropriate
- Intervenes, when necessary, in crisis situations in accordance with policy and procedure guidelines
- Submits information to Shift supervisor/Team Leaders on the more serious disciplinary actions and in accordance with facility policy/procedures
- Reports all observances of unusual behaviors or resident's physical and mental health to Shift supervisor/Team Leader

Wellness Coordinator

- Maintain and model appropriate professional boundaries and confidentiality
- Maintaining a clean, tidy, and safe environment
- Work with other staff members to provide structure and consistency
- Maintain timely and effective communication with all staff and supervisors

Wellness Coordinator Duties

- Knowledge of a broad range of wellness and fitness topics and a commitment to wellness and the promotion of life learning
- Develop or coordinate fitness and wellness programs or services for the residents at Garland Oaks
- Ability to establish relationships with residents to promote participation in fitness programs, and to motivate them to set and reach health goals
- Teach fitness classes to improve strength, flexibility, cardiovascular conditioning, or general fitness of participants
- Provide individual support or counseling in general wellness or nutrition
- Ability to integrate wellness/fitness program initiatives into culture and organizational mission
- Keep professionally current in health, wellness, and fitness research

Compliance Responsibilities

- Comply with all State and national Standards of Accreditation and Certification
- Prepare for and participate in all reviews, audits and surveys of the agency
- Ensure all activities within the agency conducted within the guidelines and regulation of Federal HIPAA requirements

Wellness Coordinator

Education, Experience, Other Qualifications

- A. Education
- High school graduate or equivalent, Bachelors Preferred
- B. Experience
- Experience in medical or fitness field
 - Experience working with youth with emotional and behavioral challenges
 - Experience in crisis prevention, intervention, and conflict resolution skills
- C. Character and Skills
- Passion to develop strong relationships with others who want to bring an end to DMST
 - Excellent interpersonal skills and the ability to maintain a positive collaborative relationship among staff
 - Decision-making
 - Excels in a high-paced work environment
 - Strong communication skills
 - Ability to multi-task effectively
 - Focused and supportive to management at all times
 - Self-starter who works well independently
 - Adaptable and calm under pressure
 - Ability to work under pressure with minimal supervision
 - Knowledge of the Department of Children's Services policies and procedures is preferred
- D. Spiritual
- Deep faith in and abiding walk with Christ, understanding of Biblical principles and of the hope, healing, and redemptive work of Christ
 - Growing spiritual life, with the desire to bring honor and glory to the Lord at Garland Oaks as well as outside the home

Wellness Coordinator

- Agreement with and adherence to our Statement of Faith (The Lausanne Covenant)
- E. Other
- An understanding and aptitude for the operation of a 24 hour, 7-day a week program
 - Be capable of picking up at least 15 lbs. and climbing stairs
 - Must meet criminal background check requirements
 - Provide Garland Oaks with all appropriate background and clearance documents as required by state and federal laws
 - Once selected, successfully complete the prescribed courses of training
 - 21 years of age at the time of application submission
- F. Travel
- Must possess a valid Tennessee driver's license

**This job description in no way implies that the duties listed are the only ones the employee will be required to perform.

**The employee may be expected to perform other tasks, projects, and training as requested by his or her supervisor.

To Apply

Apply online at streethopetn.org/careers