

## Job Description

Position: Substance Abuse Treatment Facility (SATF) Resident Monitor

Exempt Status: Non-exempt

Immediate Supervisor: Resident Monitor Shift Leader

Bowie County SATF is a 100-bed women's inpatient substance abuse treatment facility. SATF residents are currently under community supervision and have an identified need for substance abuse treatment. It is the resident monitor's job to observe and supervise the daily activities of SATF residents. SATF residents have a daily schedule that includes treatment groups, accountability groups, recreation, and facility chores. Resident monitors ensure compliance of the residents with the facility's procedures/rules and compliance with conditions of supervision. Resident Monitors will have constructive interactions with SATF residents while maintaining appropriate boundaries with those under community supervision.

The Resident Monitor works 12-hour shifts as a team to accomplish job-related tasks. Flexible hours and shift work required. The schedule may include evenings, nights, weekends, and holidays. Must be able to bend, stoop, push, pull, lift, and move about the facility freely and unassisted. May be required to lift fifty (50) pounds on occasion. Must be able to travel in/outside the city environment with little notice to attend training and/or participate in program development seminars. Must be capable of delivering CPR/First Aid and responding to emergency situations (physical and natural) as needed.

### Qualifications:

Must possess a high school diploma or equivalent. Supervisory experience in a residential or correctional setting is preferred. College degree/credits in the field of human behavior, criminal justice, psychology, or sociology while not required may substitute for supervisory experience. Must possess a valid driver's license and liability insurance. Must be able to operate a computer and learn software. Must have a working telephone at their residence and/or cell phone. Possess effective communication skills). Must meet drug screening/criminal history criteria upon hire and periodic examination.

