



With Friends, Inc. is seeking qualified professionals to make a positive difference in the lives of young people ages 10-21 that are homeless, in crisis, or at-risk. We provide residential shelter care, food, counseling, education, skill building, case management, outreach, follow-up and referral services that focus on positive youth development.

With Friends is a community-based, non-profit organization that was established in 1990 to meet the needs of homeless, runaway, in crisis, and at-risk youth.

Please visit [www.withfriendsinc.com](http://www.withfriendsinc.com) to learn more about our services.

## EMPLOYMENT REQUIREMENTS

### TO: ALL APPLICANTS

If you are offered employment, there are several documents With Friends requires you to provide BEFORE you can start work. Listed below are the items you will need to present when you report to complete new employment paperwork:

- High School Diploma / GED certificate or College Degree
- Valid Driver's License
- Social Security Card

All employees must be able to provide their employment eligibility as required by Federal Law (must be able to prove U.S. citizenship or authorization to work as an alien worker). Acceptable documentation for U.S. citizenship may include such items as: driver's license, state issued ID card or U.S. military card, AS WELL AS: social security card or birth certificate. Non-citizens must provide acceptable authorization as issued by the Immigration and Naturalization Service.

Additionally, please be advised that all job offers are contingent upon the following:

- Negative Drug Screening (paid for by With Friends prior to beginning work)
- Sex Offender/Predators Check
- Responsible Individual List Check
- Current Certified Criminal Records Check (can range from Local to Federal)
- 3 References Check

All employees of With Friends, Inc. must be at least twenty-one (21) years old

Interested in applying, please send resume to [hr@withfriendsinc.com](mailto:hr@withfriendsinc.com) or fax 704-691-7315

## Youth Development Specialist – With Friends, Inc. – Gastonia, NC

Posted on 08/30/2016

Currently seeking PRN, PT, FT  
Non-traditional hours

### Requirements:

High school diploma or equivalent and one (1) year experience in human services or related field working with youth in a residential setting.

### Responsibilities:

**Direct Care:** Participate in the screening and intake process of residents; participate in the development and implementation of the residents' care plan; implement training, behavior, communication, leisure and other programs as prescribed in residents' care plan; monitor residents' home living and personal care activities and provide guidance and training toward self-sufficiency; provide support and supervision to resident in food preparation and laundry, etc.; ensure that social and recreational activities are planned and carried out; provide supervision and participate when appropriate in social and recreational activities; ensure that residents' clothing and other possessions are adequate and appropriate; ensure residents have all personal/hygiene items; ensure that all residents are in bed at the correct time; conduct periodic bed check during the night and early morning hours; ensure that residents rise at the correct time and perform morning routines; ensure residents take medication; ensure that residents get to school and other appropriate day programs; and provide transportation for residents in agency van.

**Administrative:** Document and report all significant incidents affecting the health and safety of the residents and the general operation of the shelter; ensure that all data collection, reports, shift notes are completed on time; assist with the general operation and maintenance of the shelter, such as cleaning and repairs; report for work on time; follow correct procedure for requesting time off from work; follow personal appearance guidelines; ensure the availability of materials for program and recreational activities; ensure that residents' clothing and other possessions are adequate and appropriate; participate in monthly staff meetings, individual supervision, scheduled training and fire drills; use discretion regarding confidential information.