

Sunrise Centre
Position Summary

Position Title: Residential Technician

Supervised By: Residential Technician Supervisor

Supervises: N/A

Time: Part Time

Qualifications: High school diploma or equivalent with a minimum of one year working experience dealing with people, preferably in a substance abuse treatment or other client focused environment. Must be familiar with standard concepts, practices and procedures within the 12 Step program and/or substance abuse treatment and currently be or become certified in CPR/First Aid. Must be able to take supervision and direction, demonstrate sensitivity to socioeconomic and cultural diversity, possess an aptitude in both written and oral communications, be computer literate, proficient with Windows based programs and application. Must pass pre-employment and background checks.

Job Responsibilities/Essential Functions:

- Responsible for providing oversight and supervision of detoxification and residential clients.
- Maintains client safety through observing and reporting client behaviors, communications, interactions and physical status.
- Monitoring drug testing when necessary.
- Documents care and makes relevant entries in detox charts.
- Monitors client's vital signs for withdrawal signs/symptoms.
- Administers medications when and as ordered by the Medical Director.
- Writes reports as required.
- Assists physician during medical history interviews and physical exams.
- Completes triage and level of care assessments on clients admitted to Detox.
- Maintains unit milieu and provides for a safe and secure environment.
- Checks for contraband.
- Interacts therapeutically with residents and family.
- Plans and facilitates 12 step study, in house AA preparatory meetings, recreation, independent study and social group activities.
- Ensures housekeeping duties are completed by clients, observing clients and completing hourly client head count sheet, completing daily chart progress notes and assisting counselors to ensure that the client treatment needs are appropriately being met.
- File paperwork as necessary.
- Enforcement of Centre rules.
- Assist clients with their immediate needs clients, room assignments, buddies, introductions and general assistance appointments.

- Document all client progress, actions taken, services provided, and client participation as well as general observations during shift.
- Participate in all staff meetings, training sessions and approved in-service education.
- Develop and maintain a clear understanding of policies and procedures, client's rights, vulnerable adult protection and emergency procedures.
- Participate in Sunrise Centre sponsored events as requested.
- Maintain positive work atmosphere by behaving and communicating in a manner that fosters good relationships with co-workers and supervisors. This includes, but is not limited to: conflict resolution; courteous treatment to staff, visitors and residents; respect of other's property and person appropriate communication to and about co-workers and supervisors.
- Support the mission of Sunrise Centre by treating every client and colleague with respect and dignity and without discrimination of any kind.
- Maintain and adhere to confidentiality policy.
- Demonstrates competence in culture issues that impact the lives of clients, including consideration of age, gender, sexual orientation, spiritual beliefs, and socioeconomic status.

Special Equipment, Skills or Other Requirements:

- Possesses an ability to work comfortably as a team player and thrive in a fast paced environment.
- Participate in mandatory in-service trainings.

Specific Physical Demands:

- Some risk to communicable diseases; work is sedentary and light.

Employee Name: _____

Employee Signature _____ Date _____