



Overnight Counselor, Part-time (Mental Health Program)

The Part-time Overnight Counselor provides various support services to the residents and is responsible for training and assisting residents in the activities of daily living as well as ensuring the safety of the community residence during the overnight hours.

Responsibilities

- Participate in the planning and evaluation of individual service plans and monitor plan objectives.
- Document services provided with appropriate notes.
- Train and assist residents in the activities of daily living.
- Manage medication.
- Provide case management and follow-up service.
- Provide counseling, behavioral intervention and crisis management services.
- Assist in the day-to-day management and household maintenance of the community residence in a professional manner.
- Perform regular site checks throughout the night.
- Ensure organization of resident files by filing documentation.
- Responsibility for management of residence in the absence of a full-time counselor.
- Notify the Program Supervisor/Program Manager of any medical or psychiatric emergency.
- Provide transportation for residents as needed.
- Other relevant responsibilities as assigned by management.

Qualifications

- Must be a high school graduate or the equivalent.
- Valid driver's license and safe driving record required.

Work Schedule

Tuesday and Thursday 8 PM – 8 AM

Benefits

Part-time Employees are eligible for:

- Vacation leave
- Sick leave
- 403(b) retirement plan with employer match

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E-mail your resume to: jobs@optionscl.org

For more information, call **(631) 361-9020 ext. 1105**