



Early Childhood Services Skills Trainer

JOB DESCRIPTION

About Olalla Center

Olalla Center is committed to a safe and welcoming environment for clients, employees and community. We celebrate and honor the uniqueness and diversity of all individuals. We promote health equity and inclusivity in all services, outreach activities and programs.

At Olalla we believe all people are stronger with the support of a caring community, culturally appreciative services and a connection to the natural world.

This statement is the foundation of our treatment philosophy and the basis for our work. Focusing on individual strengths and needs, we use a variety of innovative, evidence-based treatment models to help families achieve their goals, find connection within their community and move beyond the need for professional supports.

Olalla has provided mental health and community services in Lincoln County since 1978. Olalla is a non-profit, community driven, community-based, independent organization. Whole person health and community are at the core of what we do.

There are many people, youth and adults alike, struggling with mental health issues in Lincoln County. Olalla seeks to identify, understand, manage and eventually heal these very real wounds in the lives of the people we work with.

The **Skills Trainer** supports Olalla Center's mission of creating a safe and welcoming environment for clients, employees and the community. Olalla Center celebrates and honors the uniqueness and diversity of all individuals. We promote health equity and inclusivity in all services, outreach activities and programs.

TITLE: Skills Trainer

REPORTS TO: Early Childhood Program Manager

STATUS: Hourly

SCHEDULE: Full-Time or Part-Time (Flexible with Prior Arrangements)

LOCATION: Travel within Lincoln County or at various Olalla Center sites

VACCINE POLICY: Olalla Center is considered to be a healthcare provider and falls under State mandates for health and safety. Therefore, any employees working for Olalla Center must be fully vaccinated.

SALARY RANGE: \$17.00 - \$21.00 per hour starting range depending on experience.

BENEFITS:

- Health insurance
- Dental insurance
- Vision insurance
- Retirement plan
- Discretionary Paid Time Off (200 Hours Per Year - Holidays deducted from PTO)
- Sick Leave (40 Hours Per Year)
- Short Term & Long Term Disability
- Flexible Schedule

POSITION SUMMARY:

The goal of skills training is to provide a short term intervention to help the child and family develop skills needed to function appropriately in a variety of environments, including the preschool classroom setting, daycare, home, in the community, and telehealth. Skills training involves meeting with the client and/or family on a regular basis to work with the child and family based on the therapist's recommendations.

KEY AREAS OF RESPONSIBILITY:

- ★ To be flexible and innovative in order to assist children with emotional and/or behavioral problems; to assist child to develop appropriate ways of coping with external and internal pressures, as well as relating with their families, schools, peers, and community more successfully.
- ★ To keep children safe at all times.
- ★ To be knowledgeable of, and work in accordance with, Olalla Center personnel policies & procedures.
- ★ To work directly with community support providers deemed necessary.
- ★ To keep data on assigned clients, both positive and negative; write progress/ incident notes.
- ★ To be responsible for working politely with parents and community partners.
- ★ To assist in planning, scheduling and implementing interventions that target specific goals as stated in the Individual Service Support Plan developed by the client's therapist.
- ★ In cooperation with the treatment team, to develop and implement group/family activities of a therapeutic nature, build basic and social skills, provide mentoring and support to the children and families assigned to you.
- ★ To inform parents of children's improvement, problems, injuries or dangerous acts within 24 hours of any significant event.
- ★ To attend training sessions as directed by your supervisor and follow any new procedures as a result of said training.
- ★ To keep confidential all matters of the client's treatment or the company's ability to do business.
- ★ To perform other duties as assigned by the Executive Director.
- ★ One to one supervision with the Program Manager at least every week.
- ★ Treatment staffing at least once a week to review any issues, problems, or clarify expectations
- ★ Specific individual supervision available at the request of either immediate supervisor or skills trainer.

COMPETENCIES / ABILITIES:

- ★ Excellent communication and interpersonal skills with people at all levels and in all settings relevant to the missions of the Olalla Center organization.
- ★ Ability to work independently at times and as part of a highly collaborative, professional team.
- ★ Understand, value, and respect diversity in all forms, including diversity and work collaboratively and respectfully with diverse volunteers, staff, community leaders, organizations, and donors.
- ★ Demonstrate professionalism, good judgment, and maintain confidentiality when required.

EDUCATION / EXPERIENCE:

- ★ QMHA certified through MHACBO
- ★ Three years experience working with children and a competent understanding of children's mental health interventions

INSTRUCTIONS – HOW TO APPLY:

A complete application contains all of the following items:

- ★ A comprehensive resume
- ★ Olalla Center employment application (found at www.olallacenter.org/employment-opportunities)

Please email these items to jobs@olallacenter.org.

DEADLINE:

Open until filled. Applications will be reviewed and interviews scheduled as applications are received. Don't miss out! Apply today.

Olalla Center greatly values experience and acknowledges that not everyone has had equitable access to educational and/or professional opportunities. Even if you do not

feel you meet each and every criteria, please apply! You might be just the person we are looking for. Applications will not be accepted through any other means. **Incomplete applications will not be considered.**

What We Ask of All Candidates:

- ★ The ability to relate respectfully with people of diverse backgrounds and ages, and to utilize equitable practices.
- ★ Ability to work both independently and collaboratively with others, including team members, staff, volunteers, board, and community partners.
- ★ Strength in fostering a positive, inclusive, and collaborative work culture that attracts, retains, and motivates a diverse staff.
- ★ Current valid driver's license.
- ★ Ability to lift up to 30 pounds when supporting office or facilities tasks unless reasonable accommodation is required.
- ★ Successfully pass a criminal background check.

Olalla Center is proud to be an equal opportunity workplace and is an affirmative action employer. We are committed to equal employment opportunity regardless of race, color, ancestry, religion, sex, national origin, sexual orientation, age, citizenship, marital status, disability, gender identity, or Veteran status. We fully embrace mutual respect, civility, inclusivity, equality, and diversity in the workplace and beyond.