



Instructional Aide

Position: Instructional Aide

Reports To: House Manager / Executive Director

Shifts: Day (6 AM – 4 PM), Evening (4 PM – 11 PM), Overnight (11 PM – 6 AM)

Type: Full-Time or Part-Time

Summary

Instructional Aides provide direct care and supervision to youth in the group home. They support daily routines, education, meals, and activities, while ensuring a safe and structured environment. Instructional Aides are key to maintaining consistent, trauma-informed care and positive role modeling.

Key Duties

- Supervise and monitor youth at all times to ensure safety and well-being.
- Assist with daily routines: wake-ups, meals, chores, school prep, and bedtime.
- Support homework, education, and life skills activities.
- Help implement behavior support plans and de-escalation strategies.
- Document shift notes, incidents, and resident progress accurately.
- Participate in outings, appointments, and recreational activities as assigned.
- Maintain cleanliness, organization, and supplies in the home.
- Communicate effectively with House Managers and team members during shift changes.

Qualifications

- High school diploma or GED required.
- Experience in childcare, youth services, or residential care preferred (training provided).
- Strong communication, teamwork, and problem-solving skills.
- Ability to remain calm and supportive in challenging situations.
- Must pass background check, fingerprinting, and drug screening.
- Valid driver's license preferred.

Work Environment

Residential group home setting with active youth. Requires patience, flexibility, and commitment to structured routines. Must be available for assigned shifts, including evenings, weekends, and holidays.