JOB POSTING

JOB TITLE: Residential Services Weekend Support 09.2026

STATUS: Part Time; Non-Exempt,

SCHEDULE: 3pm-11pm Saturday and Sunday and 11pm-7am Saturday and Sunday

PAY RATE: $22/hour

PRIMARY FUNCTIONS:

- Monitor residents during assigned hours, remaining awake and alert for the entire shift.
- Conduct room inspections and walk-throughs.
- Communicate effectively and work cooperatively with residents, VOC staff and community professionals.
- Provides role modeling to residents regarding their behavior and interactions with others.
- Maintain documentation of interventions, meetings, required correspondence, and in general, maintain residential records for the shift.
- Coordinate activities and maintain appropriate schedules for location.
- Communicates concerns regarding client statements or behaviors to appropriate program staff.
- Write reports and other documents required by the agency.
- Work a flexible weekend schedule, varying hours according to program needs.
- Provide individual support to clients and facilitate conflict resolution between residents.
- Actively participate in agency meetings and training sessions.
- Administer observed urine screens (male staff only) and Breathalyzer.
- Support the mission of VOC, and collaboration both inside and outside of the organization.
- Conduct outreach as needed.
- Other duties as assigned by Residential Services Assistant Manager.

QUALIFICATIONS:

- HS diploma or higher level of education achieved along with one year of experience in a residential facility or other relevant work experience.
- Experience working with veterans and/or the homeless and at-risk population strongly desired.
- A veteran preferred; or a person with demonstrated knowledge and experience with veterans' concerns.
- Effective interpersonal communication skills; a willingness to be helpful, flexible, patient, and creative; and the ability to remain calm during crisis situations are required.
- A nonjudgmental approach that reflects cultural competency and sensitivity to the unique needs and diverse experiences of the individuals served.
- Proficient/Skilled in use of web portal, the internet, and Microsoft Office applications.
- Reliable, dependable, and capable of maintaining confidentiality.
- Strong ethical character with ability to abide by VOC values of Respect, Integrity, Service and Excellence.

Veterans Outreach Center, Inc. is an equal opportunity employer.
Veterans of the U.S. Armed Forces are encouraged to apply.