



Job Description- Observer

Description of This Service:

The contracted Observer is responsible for supervising visits and providing a safe, secure environment, physically and emotionally, for children and their families.

Responsibilities:

- To supervise visits of non-custodial parents with their child(ren). This includes monitoring and, if necessary, intervening with the parent or child who demonstrated inappropriate physical or verbal behaviors.
- To maintain contact with the CPS Worker assigned to the case.
- To report as soon as possible any problems or concerns regarding a specific client, CPS Worker or visitation request.
- To work with Management, Social Worker and any other collaborating agencies as a team member to best meet the needs of the client.
- To treat clients with respect and dignity.
- To perform only those supervised visitation requests authorized by management, at the request of CPS, to fulfill the case plan for that individual/family.
- To be prompt in keeping appointments and adhering to agreed upon schedules.
- To abide by the Companies' Rules of Confidentiality.
- To record time and supervised visitation reports using the assigned code number and forms. To turn in these forms in a timely manner so that reimbursement can be made and the CPS Workers can be kept up to date.
- To inform management of vacations, illness etc. that would necessitate a substitute observer, with as much advance notice as possible.
- To respect TruVision Academy's rules regarding visitation procedures.

Qualifications:

An observer must meet the following minimum qualifications.

Education

A high school diploma or GED; Bachelor's degree preferred.

Experience

Minimum of twelve (12) months full time experience working in a social service agency serving families and children with diverse problems.

Time Commitments:

Until all units are completed.