



**Wayfinder Schools is seeking applicants for an:**

**Overnight Awake Staff Member** who will be responsible for the nightly management of the Residential Program in New Gloucester from 10pm until 8am, in coordination with the Residential Associate Director. Our residential program will serve 12 youth in our nine month program of education and work experience. If you are a "night owl" who can stay awake throughout the night, and has some experience with teenagers, we are looking for you!

**Wayfinder Schools** offers two different relational learning programs for youth that transform the nature of a high school education by providing students with the skills and experience necessary to discover their strengths, connect with their families, practice personal responsibility, and contribute to their communities, and which culminate in awarding a high school diploma from the State of Maine. Employee will work at our beautiful 300+ acre farm and residential campus on Gloucester Hill Road in New Gloucester, Maine.

#### **Key Areas of Responsibility**

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- Required to be "awake staff" from 10pm until 8am
- Getting students to their rooms for the night, getting students up in the morning
- Companionship & conversation / providing emotional support
- Continue regular communication to and from the rest of residential staff to ensure the safety and well-being of students
- Reinforce home-like environment that utilizes strength-based relational education, restorative justice practices and respectful, responsive community for our students and staff
- Focus on ensuring emotional and physical safety at all times including nighttime monitoring schedule
- Light housekeeping and chores
- Meal prep and cooking for following day
- Recording daily interactions and behaviors in a log book
- Some laundry duties
- Paperwork or light data entry
- Other duties as provided by their direct supervisor

#### **Required Qualifications**

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- 2 years of college experience
- Valid driver's license, clean DMV record
- Must pass national background check and Department of Education DOE approval

- Must be able to lift up to 35lbs, be able to kneel, squat, push/pull
- Reliable, responsible, on-time
- Passionate about helping teens live safe, happy, and productive lives
- Applicant will be able to demonstrate through their resume and interview that they have a reliable and responsible employment history

### **Personal Qualifications**

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- Ability to follow a specific schedule, enforce rules and guidelines, and set boundaries
- Maintain a calm atmosphere throughout the duration of the overnight shift
- Adapt to specific situations as they arise, and make sound decisions in crisis situations
- Skilled problem-solver: patient, level-headed, and solution-oriented
- Warm, engaging and personable
- Energetic with a sense of humor
- Capable of handling stress and managing crisis situations
- Willingness to work outside of assigned duties as needed

### **Position and Hiring Process**

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- This is a full time, hourly, exempt, benefits eligible position that will work intently for the 43 weeks of the Residential Program (late August to mid-June). There will be required daytime training during several weeks in late August and early September.
- Compensation will be commensurate with skills and experience.
- Wayfinder Schools offers an excellent benefits package including Health Insurance and an employer paid Health Reimbursement Arrangement, fully paid Dental Insurance, Long Term Disability and Life Insurance
- Time off will be according to the residential program calendar
- We will be accepting applications until the position is filled
- Please submit applications to [HR@wayfinderschools.org](mailto:HR@wayfinderschools.org)
- No phone calls, please