

Uinta Academy  
**POSITION DESCRIPTION**

POSITION TITLE: Family Teacher

STATUS: Part-time/Full-time, non-exempt, hourly

SALARY RANGE: \$15.87 - \$17.79 per hour

PRIMARY WORK LOCATION: Uinta Academy

**OVERALL PURPOSE:**

To maintain a pleasant family-style environment for students who reside at Uinta Academy. To provide a learning environment where teaching and positive reinforcement are effectively applied.

**RESPONSIBILITIES:**

Under the supervision of the Home Manager and Shift Supervisors, work hours are generally 8-9 hour shifts between the hours of 6:45 A.M. and 10:45 P.M. Monday through Thursday, 6:45 A.M. to 11:45 P.M. Fridays, 8:00 A.M. to 11:30 P.M. Saturdays, and 8:00 A.M. to 10:45 P.M. Sundays. May be required to work several shifts in a row while supervising student overnight trips.

1. Responsible for constantly monitoring the location and activities of all the students always, whether at the Uinta Academy residences, on the campus grounds, or in the community participating in recreational or other activities.
2. Responsible for implementing the Teaching Family Model treatment program within the milieu as trained in pre-service training. Any procedures and discipline techniques not within Teaching Family Model guidelines are prohibited.
3. Responsible for implementing clinical and psycho-educational treatment plans and procedures as outlined in each student's treatment plan.
4. Responsible for ensuring the emotional and physical safety of students at all times. This includes the immediate reporting of suicidal ideation, statements or gesturing and implementing suicide watch when necessary. This may include following or searching for a student who is attempting to run away from Uinta Academy.
5. Responsible for completing daily logs, incident report forms, and other record keeping forms daily.
6. Responsible for monitoring and reporting students' health and diet. Responsible for reporting medication needs or issues to the Shift Supervisor.
7. Responsible for monitoring and modeling daily exercise and yoga participation.
8. Responsible for taking students to planned medical and dental appointments or to the emergency room when injuries occur.
9. Responsible for taking students to planned medical and dental appointments or to the emergency room when injuries occur.
10. Responsible for recording medical and dental visits in the Student Medical Exam Log.
11. Responsible for monitoring students' behavior while in the school classroom, checking on assignment completion, helping students with questions, monitoring computer use, and administering exams. chores, care of belongings, etc.).
12. Responsible for monitoring students' personal hygiene care.
13. Responsible for monitoring students while performing independent living chores (laundry, meal planning, shopping, cooking, chores, care of belongings, etc.). Responsible for monitoring students' personal hygiene care.
14. Responsible for observing and teaching to the students' use of social skills, particularly each student's target skills. Responsible for driving the Uinta Academy vehicles to transport students to various activities.
15. Responsible for using safe driving techniques, obeying traffic laws and speed limits, and ensuring that students are wearing seat belts while traveling. Responsible for maintaining a good driving record.
16. Responsible for attending staff meetings, training activities, and any other meetings that are assigned.
17. Responsible for maintaining appropriate boundaries with students and their families always. Responsible for modeling appropriate social skills during visits by parents and other consumers. Responsible for maintaining appropriate social interactions with neighbors and other members of the community while performing Uinta Academy duties.
18. Responsible for ensuring that students follow through with contact with parents such as phone calls and letters. Responsible for monitoring these contacts.
19. Responsible for working on holidays when scheduled. Responsible for traveling with students on extended trips taken for recreational or educational purposes.
20. Responsible for communicating important and required information concerning the program or the students to the Shift Supervisor.
21. Responsible for attending daily group therapy sessions with the students, including weekly equine group therapy sessions.
22. Responsible for supervising and assisting students while they are caring for and feeding the horses and other household pets.
23. Responsible for learning and implementing safe horse handling practices, care and maintenance of horses, and nutrition and feed requirements.
24. Responsible for physically redirecting or restraining a student in the event of imminent danger to the student or other persons, and in the event of extensive property damage or when instructed to do so by Home Manager or the on-call administrator.
25. Responsible for consistently exercising good judgment and adequate emotional stability in evaluating situations and making

decisions despite the pressures of deadlines or the occurrence of unexpected stressful events.

26. Establishes and maintains good public relations and communication with parents, referral agencies, and other program consumers.
27. Responsible for upholding the mission of Uinta Academy. Displays knowledge and adherence to policies, procedures, and protocols.
28. Responsible for any other duties as assigned.

#### QUALIFICATIONS:

Applicant must have a high school diploma or GED. Preferred bachelor's degree or have completed college course work in social work, psychology, human and family development or related field, pass a background criminal investigation (BCI), have a valid Utah Driver's license, maintain CPR and First Aid certification, and maintain a Food Handler's Permit.

#### PHYSICAL REQUIREMENT:

Applicant must be able to lift 40 lbs. and can participate in recreational and exercise activities with the clients. The job requires bending, lifting, twisting, kneeling, pushing, and walking up and down stairs.

#### TRAINING:

1. Employee orientation.
2. Pre-service training on Teaching Family Model components, behavior management, emergency procedures, etc.
3. Non-violent crisis intervention and restraint.
4. CPR/First Aid Certification.
5. Food Handler's Permit.
3. Other classroom and on-the-job training as required.

#### REPORTS TO:

The Shift Supervisor, Home Manager, Program Director, designated on-call administrator.