



Changing lives
Building communities
Creating opportunities

Central City Concern is a non-profit social service and housing agency whose mission is to provide pathways to self-sufficiency through active intervention in homelessness. CCC provides many services, such as chemical dependency treatment, employment services, housing, medical services, and other related services, to a diverse population. As an agency deeply rooted in recovery we have a keen interest in promoting and maintaining a Drug & Alcohol-Free Workplace. A drug and alcohol-free workplace is essential in supporting individuals in recovery, and in providing a safe, healthy, and productive environment for employees. As part of our policy and commitment to a drug and alcohol-free workplace we conduct post-offer, pre-employment drug screens.

JOB ANNOUNCEMENT

TITLE: Subacute Technician – On-Call
DEPARTMENT: Hooper Detoxification Stabilization Center
REPRESENTED: No
REPORTS TO: Nurse Manager
WAGE: \$10.00/Hour
SHIFT: On Call, No Set Schedule

On Call employees must work at least once in every 6 month period to remain active on payroll.

SUMMARY: This position provides support for the Nursing staff in caring for and monitoring of patients during the subacute detoxification process.

Essential Duties and Responsibilities:

1. Provide support in maintaining a calm, quiet and orderly Subacute environment by utilizing verbal and physical de-escalations skills.
2. Attend RN shift report when requested. Give shift report to the on-coming staff.
3. Work closely with the RN during admissions process to facilitate a time and procedure effective admission for each patient upon their arrival to the Subacute area.
4. Provide each patient admitted with appropriate information and program orientation.
5. Assist RN by taking client vital signs as requested, record and chart per procedure during medication pass. Inform nursing staff of any unusual vital signs.
6. Open and close showers, turn phones and lights on and off at their designated times.
7. Chart on patients at least once per shift.
8. Restock supplies for patients and staff as needed.
9. Do bed check census on night shift. Make rounds of dorm areas, day room and restrooms/monitor patients.
10. Keep work area sanitized, clean and neat. Sanitize mattresses, make beds and clean bed stands when needed.
11. Perform other duties as assigned.
12. Provide patient support while in Subacute program for group, acupuncture and meal participation.
13. Report and document incidents as described in policies and procedures.
14. Monitor patient and chart patient activities.
15. Complete patient count during scheduled intervals of shift.

Skills and Abilities:

1. Demonstrate basic knowledge and intervention skills in working with chemically dependent patients. Willingness to learn new skills.
2. Ability to display a non-judgmental attitude.
3. Ability to work with peers and patients in groups and individually. Ability to work as a team member and to establish priorities.
4. Sufficient manual dexterity and physical ability to perform assigned tasks.
5. Ability to communicate clearly and concisely both orally and in writing. Ability to manage time and meet deadlines. Ability to understand and follow oral and written instructions.
6. Ability to take vital signs which include blood pressure, pulse, respiration and temperature or the desire and ability to learn.
7. Knowledge of de-escalation methods or ability to be trained.
8. Must have the desire to relate effectively with the chemically dependent person as they detox.

Minimum Qualifications including experience, education, training, license and sobriety:

1. Two years experience in the chemical dependency field. Must read and write and have legible handwriting.
2. Certified in CPR or the ability to be trained and certified.
3. Certified Nursing Assistant preferred.
4. Must have computer skills.
5. Must have vital sign experience.
6. Bilingual (Spanish, Russian) preferred.
7. Must pass pre-employment drug screen, TB test and background check.
8. If a recovering chemically dependent person, must be in a program of recovery for a minimum of two years and able to provide documentation of sobriety.
9. Must have the ability to bend, stoop, kneel, squat, twist, reach, pull and lift heavy objects. Must be able to climb stairs several times a day.
10. Knowledge of and physical ability to restrain a combative patient.
11. Must adhere to agency's policies, including but not limited to, non-discrimination, safety, drug and alcohol-free workplace, violence prevention and harassment-free workplace.
12. Ability to effectively interact with co-workers and patients with diverse ethnic backgrounds, religious views, cultural backgrounds, life-styles and sexual orientations and treat each individual with respect and dignity.

APPLICATION PROCEDURE:

Qualified applicants **must** submit a Central City Concern employment application to be considered for this position which can be obtained at **www.centralcityconcern.org**. Applicants may include a cover letter and resume. Apply by mail or fax (503-445-8089), or in person at Central City Concern, 232 NW Sixth Avenue, Portland, OR 97209. Application email: jobs@ccconcern.org. Current CCC employees must submit an *Internal Employment Application*, available at the main office. More information at www.centralcityconcern.org.

Date Open: 11-25-09 (Revised 2-9-11)

Date Closed: Until Filled

EQUAL OPPORTUNITY EMPLOYER

Reference # 09-208