

Palmer Home for Children Respite Caregiver

Organization

Palmer Home provides superior care for children while introducing the love of God through service to each individual child.

Position

Palmer Home is currently seeking a Respite Caregiver to provide compassionate supervision for up to 8 children in a home-like group setting during scheduled respite periods for House Parents. The Respite Caregiver will collaborate with a professional, trauma-informed team to create a safe and supportive environment that fosters healing and growth. This approach is guided by the Whole Child Initiative, which emphasizes nurturing children across five key areas: educational, emotional, physical, social, and spiritual development. The ideal candidate will be mature, responsible, and driven by a ministry-focused and mission-oriented mindset.

Schedule

When you are on duty, the shift is from Fridays at 12pm through Tuesdays at 1 pm. Shift dates will be scheduled by your manager. The Respite Caregiver will also attend weekly staff meeting and periodic trainings as scheduled.

Responsibilities

- Ensure basic physical needs of each child are met, proper nutrition is provided, a clean and sanitary home environment is maintained; this includes appropriate clothing; healthy amounts of physical exercise; and doctor visits as needed.
- Collaborate with Case Managers and House Parents to identify, address, or report any concerns, permissions, or specific needs.
- Participate in Whole Child Initiative certification and continued training.
- Participate in weekly staff meetings and other identified training.
- Maintain a clean and organized home environment, leaving the cottage in the same or better state as upon arrival. Responsibilities may include tasks such as laundry, washing dishes, sweeping, mopping as needed, and maintaining a clutter-free communal area.
- Effectively manage household budget and ensure allocated funds are being wisely spent.
- Assist in the implementation of care plans for children.
- Plan activities for the weekend as desired, within the relief budget allowances, or utilizing donated event tickets, discounts or invitations. Outings will be disclosed to House Parents and/or Case Manager as needed for consent/approval.
- Work collaboratively with other caregivers and faculty staff to uphold and maintain the campus living environment.
- Active participation in a local church and modeling Christian values at all times.
- Attend church with Palmer Home children each Sunday shift. You may choose to take them to the cottage's church of preference, or your own. (To be discussed with your manager).
- Work on a schedule identified by the Director of Campus Care, up to 300 hours per month. Overtime is paid when more than 300 hours are worked.
- Follow a schedule set by the Director of Campus Care, with overtime compensation paid for hours worked beyond the identified hour limit.
- Meet with the House Parent(s) of each cottage prior to your shift to discover the needs and routines of the children, so that these routines may be kept consistent. These may include chores, work program, morning and bedtime routines, hygiene, tutoring, extra-

curricular activities, and medical needs. You shall also convey your identified planned activities or meal ideas to ensure there are no concerns or barriers to these plans.

- Meet with the House Parent(s) of each cottage at the conclusion of your shift to share pertinent information from your time in the home.
- Transport children to and from school, necessary appointments, extra-curricular activities, or planned events, using a Palmer Home vehicle assigned to the cottage.
- Coordinate with Assistant Caregivers to arrange added support or supervision as needed for appointments, outings, and other activities.

Qualifications

- Must be in agreement with the Palmer Home for Children Statement of Christian Beliefs and demonstrate a strong commitment to Christ consistent with the mission of Palmer Home status as a non-profit religious organization.
- Able and willing to collaborate in a close-knit community that works together as a team.
- Prior experience working with children.
- Able and willing to work in homes of either gender and any age group (0-17).
- An ability to understand and implement care plans.
- Bachelor's degree preferred.
- Must legally be able to work in the United States and pass a criminal background check.
- Must have a valid driver's license and good driving record.
- Must be physically able to meet the basic needs of children under care.
- English language proficiency required.
- Must demonstrate flexibility and understanding due to unforeseen circumstances and multiple roles required in daily activity.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be a comprehensive listing of activities, duties or responsibilities that are required of this position.

Job Type: Contract/Other

Pay: \$2,000.00 - \$2,200.00 per month

Schedule:

- 12 hour shift
- Day shift
- Overnight shift
- Overtime
- Rotating weekends

How to Apply:

For consideration of employment, please send the following documents to mmowrey@palmerhome.org:

- Cover letter to include a statement of your religious affiliation
- Resumé

Visit <https://palmerhome.org/careers/respite-caregiver/> for information.