

**La Causa, Inc.**  
**Standard Position Description**

**JOB TITLE:** Crisis Stabilization Worker

**FLSA STATUS:** Salaried/Exempt

**JOB LOCATION:** Social Services

**PRIMARY FUNCTION:** Responsible for the evaluation, management, monitoring, stabilization, and support the youth's well being and appropriate behavior; consistent with the youth's crisis/safety plan.

**PRIMARY DUTIES:**

Legend: E = Essential / NE = Non Essential / N/A = Not Applicable

1. Focus on **Prevention**, the day-to-day interaction with the participant and build a solid relationship through community based *shadowing, monitoring* and *mentoring*. Assess family's strengths while addressing their needs. **E**
2. Provide **Intervention** services, secure support and crisis services to families as needed (i.e.; face-to-face contact, phone contact, or availability by beeper or an on-call system - 24 hour, seven day a week response that will be provided to the youth and family to help de-escalate crisis situations). **E**
3. Provide **Stabilization** services to the youth and family (Stabilization is the aftercare in which the crisis will be addressed by assisting the child and family process the incident). **E**
4. Communicate with applicable stakeholders via appropriate methods (i.e.; case notes, phone, meetings, etc.) in a timely manner after each crisis situation. **E**
5. Provide transportation to children and families for crisis/respite resources during crisis situations and/or to prevent crisis situations. **E**
6. Participate in the development of an individualized Plan of Care (POC), including a comprehensive crisis plan. **E**
7. Prepare, complete and submit required items by due dates to include, but not limited to: evaluation of services provided, documentation of all interventions, preventions, and stabilization contacts within 24 hours of contact, etc. **E**
8. Establish and maintain good communication, collaboration and cooperation with all stakeholders (i.e., Care Coordinators, etc.). **E**
9. Follow legal, organizational and contractual requirements, laws and policies (i.e.; County Contract). **E**
10. Implement and/or practice the duties and responsibilities of a mandated reporter of suspected child abuse under current policies and procedures, as required. **E**
11. Attend all meetings (required child and family team meetings/ Plan Of Care Meetings, etc.), and professional development activities (i.e.; ongoing training and supervision as mandated by HFS 34, as directed. **NE**
12. Perform other duties as assigned. **NE**

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee is regularly required to drive, stand, sit, reach, stoop, bend, and walk. Employee is frequently required to see, talk, or hear. Finger dexterity is also required. Infrequent lifting, including files, will be encountered.

**WORKING CONDITIONS:**

Work is generally performed in field and office environments, including travel. Local travel required; some state-wide travel as needed. Flexible hours required; as dictated by program needs.

**REPORTS TO:** Crisis Stabilization Supervisor

**QUALIFICATIONS:**

1. Minimum of High School diploma or G. E. D. required. A Bachelor Degree in Social Work, Psychology, Nursing, Sociology, Occupational Therapy or related field is preferred.
2. Able to work and communicate frankly and effectively with youth, families and all Child & Family Team members to implement problem solving strategies, understand issues, and to provide crisis services in an ethical, respectful, responsible manner.
3. Demonstrate cultural competency with diverse groups and ability to work with individuals from diverse economic backgrounds in a respectful manner.
4. Excellent communication skills, both oral and written, interpersonal relationship skills, and able to work effectively with others from culturally diverse, linguistic and economic background; both in a team and individual environment. Ability to clearly document all interventions/contacts.
5. Excellent critical thinking; able to use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems. To have the ability to adequately implement the Crises plan/ POC strategies.
6. Highly developed organizational skills and able to manage multiple priorities.
7. Knowledge and experience with experience in using Microsoft Office suite.
8. Transportation, valid Wisconsin Driver's license, state minimum auto insurance and must meet La Causa, Inc. driving standards.
9. Able to work flexible hours, including evenings and weekends depending on needs of the youth/family and program needs.
10. Must successfully complete and pass all background checks; including a quarterly driver record check.

**This is to confirm that I have received a copy of this position description.**

**I understand and agree that it is my responsibility to read, familiarize myself, and know that I will be held accountable for the above listed duties and responsibilities. I also understand that I may communicate with my immediate Supervisor should I have any questions regarding these duties and responsibilities.**

**My signature below acknowledges that I understand the above statement.**

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**(Printed Name of Employee)**

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**(Signature of Employee)**

**(Date)**

**DATE OF ISSUE:** 8/9/10, Revised: 5/21/12, 9/23/14