



Title: HOUSEHOLD HEAD

Yellow House Community

Middlebury, VT

www.yellowhousecommunity.com

Position Type: Full-time

Start Date: Summer 2021 (Expected Fall 2021 Move-in)

Expected Commitment: Two years+

Overview:

Job Description:

The Household Head is a full-time position. As designed, the HH is responsible for direct care of Friends (YHC residents) from supper to breakfast times, however, this schedule may change based on staffing and resident needs. While employed at Yellow House Community, we request that the HH refrain from engaging in employment outside of YHC. Any extenuating circumstances related to outside employment require approval from the Executive Director.

Qualifications:

- 21 years of age or older required
- High school diploma or equivalent required
- Ability to perform well in an environment that requires compassion, helpfulness, patience, and resourcefulness
- Passion for working with people with intellectual and developmental disabilities
- CPR/First Aid certification required (training provided)
- Criminal background clearance required
- Direct care experience preferred
- Experience with nutrition and food preparation preferred
- Basic accounting skills preferred
- Valid driver's license preferred

Responsibilities:

- Caring for 3-4 adults with intellectual or developmental disabilities with the support of Co-workers and Daily Support Workers
- Managing 1-2 Co-workers living in the home
- Fostering a culture of joy, kindness, and FUN
- Providing emergency support for the second onsite dwelling

- Promoting social harmony
- Performing household tasks such as cooking, cleaning, and laundry
- Representing the household as a member of the YHC leadership team
- Grocery/household shopping
- Assisting residents with personal/hygiene care
- Representing needs/desires of the home collective in meeting life
- Facilitating/assisting with medical care, including medication administration
- Interfacing with medical personnel on behalf of the individual in an emergency
- Assisting with budget management
- Offering physical and emotional support to housemates
- Participating in social, residential, and vocational outings and activities
- Participating in conflict resolution (if applicable)
- Maintaining records
- Tracking resident goals and progress (if applicable)
- Communicating maintenance needs to the ED

Benefits/Compensation Highlights:

- Generous annual salary
- Individualized benefits package
- Comprehensive room and board – studio apartment with separate entrance or master bedroom with en-suite bathroom
- Ample time off
- Opportunity for couple to reside together onsite (HH role is specific to one individual)

Contact:

Please email the following to Elise Haydon, Executive Director, at elise@yellowhousecommunity.com:

- **Letter of Interest** (*please specify job title of interest*)
- **Resume**
- **Contact information for 2 references** (*email and phone #*)