

SUNSHINE CHILDREN'S HOME

NOW HIRING WEEKEND SUPERVISOR

Friday - Monday 10-Hour Shifts • \$15.50/hr

The Weekend Supervisor will provide leadership, support, and consistency for our program throughout the weekend. The Weekend Supervisor ensures residents of Sunshine Children's Home are provided with respectful, empathetic care in a safe and comfortable environment. This position requires excellent decision making and critical thinking skills, and a passion for supporting children who have experienced trauma.

MANAGEMENT:

- Supervise staff and implement programming during the weekend
- Provide support, guidance, and assistance to staff working with residents
- Resolve conflicts, answer questions, and provide leadership and consistency
- Maintain documentation

VOLUNTEER MANAGEMENT & IN-KIND DONATIONS :

- Manage donation intake and organization
- Serve as a point of contact for volunteers during weekend hours
- Maintain documentation, inventory, and proper records as needed

ADMINISTRATIVE:

- Assist with scheduling, coverage, and additional staffing needs
- Complete documentation and billing tasks as required
- Serve as a point of contact for partnering agencies
- Provide on-call support every 3rd week

PLEASE SEND RESUME TO:
POWELLJ@SCARFKS.ORG



www.scarfks.org



Andover, Kansas



(316)733-6700

GENERAL REQUIREMENTS:

- 21 years of age
- HS Diploma or GED
- Pass all state and federal background checks
- Experience providing trauma-informed care

