



JOB DESCRIPTION

Position: Campus Monitor
Department: Operations
Reports to: Chief Operations and Facilities Officer

Organization

Boys and Girls Country's mission is to change the lives of children from families in crisis by loving and nurturing them in a Christian home, raising them to become self-sustaining and contributing adults. Boys and Girls Country provides a loving, stable, Christian home for children whose family cannot care for them.

Boys and Girls Country serves up to 88 boys and girls aged 5 to 18 and 20-30 young adults in our College and Career program. Boys and Girls Country is located 35 miles northwest of Houston (www.boysandgirlscountry.org).

Position Summary

The Campus Monitor is directly responsible to the Chief Operations and Facilities Officer. The Campus Monitor is generally responsible for ensuring the safety and security of Boys and Girls Country buildings, property and residents. The Campus Monitor makes the safety of students the priority by quickly responding to any emergencies as they may occur during the overnight sleeping hours. The Campus Monitor ensures the security of the campus by monitoring its security systems to include cottage alarms and video cameras while addressing any unauthorized access or exit from the facility.

Roles and Responsibilities

- A commitment to emulate and support the Christian mission of Boys and Girls Country.
- A willingness to undergo extensive training about Boys and Girls Country, our policies and procedures, and trauma informed care.
- A commitment to actively use our model with all of our children.
- Respond to reports, task, and concerns with urgency; follow-up, document and communicate with others.
- Assist other team members in critical situations, when requested.
- Represent Boys and Girls Country in a positive manner at all times.
- Provide a safe environment through effective monitoring of the youth and the physical property during overnight hours.
- Document objective observations of overnight youth and campus activity; record, update and enter significant information and incidents.
- Notify appropriate personnel immediately of any safety issue or a behavioral incident by one of the children in care.

- Monitor youth constantly by remaining awake and alert, and circulating between various locations.
- Attend to youth medical and physical conditions through monitoring and notify appropriate staff when necessary.
- Recognize and prompt youth on appropriate behaviors and skills

Qualifications:

- High school diploma or equivalent; post-secondary education is preferred.
- Previous experience working with at risk children is preferred.
- Must be at least 21 years of age and available to work overnight hours (10pm-6am).
- Valid driver's license with a good driving record.
- Ability to adapt responses to situations while maintaining procedural and regulatory integrity.
- Ability to communicate in an articulate, professional manner
- Must be cleared through a criminal background and FBI finger print investigation.
- Must complete or have current CPR and First Aid training within 90 days of employment

I have read and agree that I am capable of performing the functions of this position with or without reasonable accommodation. I further understand that the duties and responsibilities in this job description may be subject to change at any time.

Print Name

Date

Signature

Date

Revised: 08/19/19