

Housemother

S8005  
Pay Group 3  
August 10, 2009

Definition: This is responsible work in the supervision of a residence for students at a state mental hospital, general hospital or state university.

Employees in this class are responsible for the conduct of the students while they are in the building and may supervise the cleaning of the building. Work also involves counseling students on academic and personal problems. The residence is operated in accordance with established institutional policies and regulations which may be supplemented from time to time by directives or oral instructions from an administrative superior. Work is reviewed periodically by a superior through inspection, observation and conferences concerning problems encountered.

Examples of Work: Counsels students in social and personal problems and maintains discipline in the residence in accordance with administrative policies.

Acts as chaperon in the residence.

Supervises a small group of domestic and custodial workers in the cleaning of the buildings.

Inspects students' rooms for neatness and cleanliness.

Performs related work as required.

Required Knowledge, Skills and Abilities: Knowledge of homemaking techniques and of personal problems of resident students.

Ability to gain the respect and confidence of resident students.

Ability to establish and maintain harmonious group relationships among the resident students.

Ability to supervise cleaning activities.

Minimum Experience and Training: One year of experience in counseling and supervising students; and such training as may have been gained through graduation from a standard high school;

OR

Any equivalent combination of experience and training.