



Job Title: Overnight Staff

Type: Full-time/40 hours

Hours: Sunday thru Thursday 11 pm to 7 am

Organization Summary: The Link was founded in 1991 by Jim Marshall and Oscar Reed, two former Minnesota Vikings, in collaboration with the late Leonard Lindquist, founding partner of Lindquist & Vennum. The organization began by offering youth development services in the areas of math, art, athletics, theater, and job and leadership trainings. Since its inception, The Link has worked with youth using a strength-based approach, fostering each youth's own resilience. Throughout its 17 year history, The Link has touched the lives of an estimated 15,000 youth and their family members. The Link is an Equal Employment Opportunity Employer.

Lindquist Apartments is a 24 unit facility providing permanent, supportive, and sober housing for youth and young adults. We offer 24-hour staffing, advocacy, Independent Living Skills instruction, counseling, and intensive case management.

Primary Duties

This position is responsible for providing care, support, and guidance during the overnight hours. Overnight staff maintains the safety and security of the building, while at the same time taking action when issues arise. **This is an awake position.**

General Responsibilities:

- Preserves the integrity of the Program and Agency
- Monitors, and assists tenants
- Writes reports on irregular events, such as theft, property damage, or presence of unauthorized person
- Monitors activities and flow within the site
- Maintains overnight activity log
- Takes action in being responsive to the physical and psychological well-being of tenants

Applicants' qualifications should include:

- BA/BS degree in psychology or human services or related experience
- Experience working with homeless, diverse, and 'at-risk' populations
- Must be reliable and accountable
- Willingness to learn about the Health Realization Model and incorporate this notion into professional interactions with clients, co-workers, and all parties involved

- Excellent writing and communication skills
- Ability to maintain confidentiality
- High level of responsibility and ability to maintain boundaries
- Computer application proficiency, including Microsoft Outlook, Word, Excel and Access
- Ability to work independently as well as in teams
- High level of initiative
- Clean driving record and no criminal background

Interested applicants should send resume to 1931 West Broadway, Minneapolis, MN 55411 Attention: Program Manager; or fax to 612-287-1676; or email to ewixsten@thelinkmn.org. No telephone calls please.