

Job Description

The **Residential Treatment Aide (RTA)** supports the daily operations of Holistic Recovery Center by helping maintain a safe, structured, and recovery-oriented residential environment for men participating in long-term substance use recovery.

The RTA works directly with residents to support **daily routines, accountability, and community living standards while** promoting a respectful and supportive recovery atmosphere. This role assists residents in developing healthy habits, responsibility, and life skills necessary for long-term recovery.

The Residential Treatment Aide serves as a **positive role model**, demonstrating integrity, professionalism, and alignment with the mission and values of Holistic Recovery Center.

All applicants must:

- Submit to a **background check through the Maine Background Check Center (MBCC)** during the hiring process.
- Receive **eligibility clearance from MBCC before employment may begin.**

Resident Support

- Provide supervision and support to residents in the residential recovery program.
- Encourage residents to follow daily schedules, house expectations, and program guidelines.
- Support residents in developing healthy routines and life skills.
- Promote a respectful and recovery-focused community environment.

Program Operations

- Monitor the residence to ensure a safe and structured living environment.
- Conduct routine house checks and maintain awareness of resident activities.
- Assist with program activities, house meetings, and daily structure.
- Support resident accountability within program guidelines.

Recovery Support

- Encourage participation in recovery activities and meetings.
- Model healthy behaviors consistent with recovery principles.
- Support residents in maintaining a positive and respectful living environment.

Safety and Compliance

- Monitor the facility for safety concerns and report incidents when necessary.
- Follow all program policies, procedures, and safety protocols.
- Maintain professional boundaries with residents at all times.

Communication and Documentation

- Communicate relevant resident concerns or incidents to program leadership or designated staff.
- Document incidents or observations as required by program procedures.
- Work collaboratively with other staff members to support the residential program.