

PROGRAM: Family Support

TITLE: Therapeutic Foster Care Specialist

PRIMARY FUNCTION/PURPOSE

The provision of case management services to children and families receiving therapeutic foster care services.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Screens and manages intake calls requesting foster care services with Intake Coordinator.
2. Conducts intake interviews for therapeutic foster care placements, completing all appropriate therapeutic foster care assessment forms.
3. Prepares children and children's prospective foster parents for placement.
4. Coordinates therapeutic foster care and foster/adoptive placements with all parties involved: e.g. birth parents, foster parents, adoptive parents, other caseworkers, etc.
5. Develops children's permanency planning goals, treatment goals and treatment plans for with other parties involved.
6. Conducts supportive casework (crisis intervention, referrals, etc.) for children and families as needed.
7. Assess families and develop family service plans on voluntary cases.
8. Assures compliance with TDFPS Licensing, Youth For Tomorrow and Council on Accreditation standards.
9. Supervises children in therapeutic foster care and foster/adoptive placements on an individual basis by conducting home visits and maintaining contact with the therapeutic foster or foster/adoptive parents in regards to the child. Works with foster and foster/adoptive parents to ensure that children's needs are met.
10. Maintains case records on all clients through chronological recording, obtaining required documentation and agency forms.
11. Participates in interdisciplinary team meetings such as PPT staffings, treatment reviews, court hearings, school meetings and ARD staffings as needed.
12. Represents the agency in the community and in professional organizations and groups.
13. Conducts presentations to the community as requested.
14. Fulfills the annual minimum requirements for staff training.
15. Participates in on-call rotation.

16. Attends agency staff meetings and participates in program development.
17. Performs other duties assigned by the team leader, or VP of Family Support Services.

GENERAL EXPECTATIONS

1. Effective application of the knowledge, skills, values and ethic of social work practice with children in therapeutic foster care and foster/adoptive placements, and their families.
2. Provide culturally appropriate services to children and their families
3. Work effectively as a member of the agency's therapeutic foster care and adoption services team.

MINIMUM REQUIREMENTS

1. Must possess a bachelors degree in social work or other human service related field
2. Prior child placing experience preferred
3. Bilingual preferred

DESCRIPTION OF WORK ENVIRONMENT

The work environment is indoors; however, it requires some travel. Special events and workload may dictate hours in excess of 40 hours per week.

DESCRIPTION OF ORGANIZATIONAL RELATIONSHIP\REPORTING RELATIONSHIPS

Supervised by: Team Leader

Supervises: None

Drivers License # _____ Expiration _____

Auto Insurance verified _____ Expiration _____

Incumbent: _____ Date: _____

Reviewed by: _____ Date: _____

Update: Dec 2006

If interested, submit internal application to Nell Gonzales, HR Coordinator, by
Thursday, January 11, 2007.