

Job Title	Foster Care Adoption Coordinator
Employer/ Agency	Arms Wide
Job Description	<p>Job Summary:</p> <p>The Foster Care Adoption Coordinator will provide a broad range of case management services to children in substitute care and the families caring for them. This position involves a high level of complexity, specific knowledge, experience, and creativity. The Foster Care Adoption Coordinator must be able to prioritize and manage crisis frequently; work one on one with client, but able to work with larger groups such as families, staff groups and focused task groups; maintain high load of telephone communication; and handle after-hours on-call when needed.</p> <p>Case work consists of the planning and coordination of services to a child and family based upon the child's and the family's current needs and functioning. The Foster Care Adoption Coordinator will utilize client and family input to develop a plan of service that selects and outlines an array of services and interventions that will address the needs formulated in the assessment process. Case work services are available twenty-four (24) hours a day to caregivers. The Foster Care Adoption Coordinator maintains complete and current records on each case, in compliance with Residential Child Care contract standards and Child Placing Minimum Standards.</p>
Qualifications	<p>Arms Wide is looking for someone who is:</p> <ul style="list-style-type: none"> • Compassionate • Highly organized • Motivated to support children and families • Energetic • Flexible • Accountable • Team player with an optimistic outlook • Trauma-informed <p>Experience/Skills Required</p> <ul style="list-style-type: none"> • Bachelor's degree, in related Human Services field preferred. • Flexibility to work evenings and occasional weekends • Commitment to work from a strengths based and/or youth development perspective. • Belief that all children deserve legal permanency. • Highly motivated self-starter. • Knowledgeable regarding impact of trauma and trauma-informed practices. • Demonstrated ability to organize and manage multiple projects and cultivate relationships. • Demonstrated ability to cultivate strong working relationships with diverse populations, including public agency staff. • Excellent verbal and written communication skills.

	<p>Experience/Skills Preferred</p> <ul style="list-style-type: none"> • Master's degree in social work or behavioral science field preferred • Experience in the foster care and adoption field <p>Travel Required</p> <ul style="list-style-type: none"> • Reliable transportation required. Mileage reimbursed.
Salary/Hours	Full-Time Salary: \$32,552-\$48,838
Address	6925 Portwest Dr. Suite 110
City, State, Zip	Houston, TX 77024
Contact Person	Benny Benbow
Telephone Number	713-681-6991 (no phone calls please)
Fax Number	713-681-9089
Application Method	Please submit cover letter and resume to https://app.trinethire.com/companies/238191-arms-wide/jobs/89728-foster-care-adoption-coordinator
Opening Date	Immediately

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.

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