



## **Family Support Specialist**

**Want to join one of South Texas' premier child welfare agencies in "restoring innocence and strengthening families?" The Children's Shelter is waiting for you! Since 1901, The Children's Shelter has touched countless lives and every year, serves over 4,000 children and parents. Become part of a growing team providing high-quality, trauma-informed care for children and families.**

The Family Support Specialist provides in home and/or virtual individual or group based parenting education, and case management services, while utilizing Trust-Based Relational Interventions (TBRI) or other identified evidenced-based curricula, to children and families that are part of the Hope, Healing & Resiliency services.

### **Responsibilities Include:**

- Maintains a caseload of 30-40 families, providing case management, parenting education, and in-home support in utilizing Trust-Based Relational Interventions (TBRI) model or other identified Evidence Based Practices.
- Maintains working knowledge of community resources and provide assistance, and support to families enabling them to access community resources.
- Provides referrals to appropriate community resources identified during home visits and case management; follow-up on all referrals to ensure services are secured.
- Collaborates with Hope Center mental clinical therapy team to refer and support families participating in therapy.
- Conducts child and adult pre and post assessments utilizing evidence-based or other identified tools.
- Trains and coaches' parents in the provision of activities that are motivating, promote positive interactions with their children, and prevent troublesome child behavior.
- Maintains timely, thorough, and accurate case records in accordance with the agency, COA and funding entity, The Substance Abuse and Mental Health Services Administration (SAMHSA), requirements.
- Maintains close communication with Hope Center therapist to provide a team approach to treatment.
- Schedules visits (home and/or telehealth) based upon individual needs and at the convenience of the family. Scheduled visits should include delivery of curricula and coaching, review of family goals, referrals to appropriate resources, and accurate documentation of client contact and progress.
- Participates in required training as defined by agency and/or funding entity, SAMHSA.
- Participates in community outreach, presentations, and recruitment activities.
- Represents the agency in the community and in professional organizations and groups.
- Ensures all case notes are documented accurately and timely in accordance with funding requirements.
- Responsible for entering case notes and uploading necessary forms into agency database.

### **Requirements:**

- Bachelor's Degree in Social Work or related field required.
- 3 to 5 years experience in the field of social work with case management experience.
- Computer literate with Microsoft Office (Word, Excel, PowerPoint) and Microsoft Outlook.
- Preferred training in Trust-Based Relational Intervention (TBRI) model, Parents as Teachers, Nurturing Parenting, etc.
- Ability to engage and effectively communicate with person from diverse cultures and communities.
- Strong positive communicative skills to engage and work with children and families effectively.
- Demonstrates ability to engage and communicate effectively with persons from diverse cultures and communities,
- Knowledge and awareness of disparities in race, class, ethnicity, sexual orientation, and gender identity.
- Bilingual with English and Spanish is a plus.
- Ability to work flexible hours, including weekend and evening hours.
- Skills in establishing and maintaining effective relationships.
- Skills in organizing work in a responsible way in an environment with multiple challenges and priorities.
- Ability to prepare clear and concise reports.

- Ability to gather, assemble, correlate, and analyze facts.
- Working knowledge of HHSC Minimum Licensing Standards for General Residential Operations and Youth for Tomorrow services requirements.

*The Children's Shelter is an Equal Opportunity Employer committed to a culturally diverse workplace and offering a competitive pay and benefits package.*

You can apply on-line by visiting our website [www.childrensshelter.org](http://www.childrensshelter.org) or in person at:

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