



Permanency 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 Permanency Support Specialist is the responsible for provision of therapeutic trauma focused case management services to children and families receiving foster care and adoption services. Strategize to promote Foster Care and Adoption Programs in the community. Responsible for completion of all aspects of the recruitment and verification process for families.

Responsibilities Include:

- Processes intake calls requesting foster care services with Intake Coordinator.
- Responsible for all aspects of case management from Home Development, on-going requirements for licensed homes, and case management of children placed in the home that are assigned.
- Strategize promotion of Foster Care and Adoptions programs to include research and promotion through mail, events, fairs, tours, web, television, and radio appeals.
- Participate in recruitment activities as assigned.
- Home Studies will be completed within 30 days and submitted to Permanency Supervisor for approval.
- Process families through Home Development within 120 days from date of application.
- Participate in rotation of conducting Inquiry Meetings for Prospective families.
- Be responsible for all requirements of Home Record upon licensure of home.
- Support and train foster/adoptive parents to care for traumatized children and their potential short term or long-term needs by providing PRIDE training and retention activities
- Promote the retention of current foster, respite, foster/adopt and adopt families by providing supportive services to these families.
- Conducts preliminary service plans for foster care and adoptive placements, completing all appropriate foster care and adoption assessment forms.
- Prepares children and children's prospective foster parents for placement.
- Coordinates foster care and foster/adoptive placements with all parties involved: e.g. birth parents, foster parents, adoptive parents, other caseworkers, etc.
- Develops children's permanency planning goals, treatment goals and treatment plans for with other parties involved.
- Conducts supportive casework (crisis intervention, referrals, etc.) for children and families as needed.

Requirements:

- Bachelor's degree in social work or other human service related field. BSW or MSW preferred.
- Prior child placing experience preferred
- Proficiency in assessment and writing which allows for completion of a Home Study.
- Excellent verbal and written communication skills.
- Skilled in organizing work in a responsible way in an environment with multiple challenges and priorities.
- Knowledgeable of principles of human development, including the importance of maintaining family relationships and issues of separation and loss.
- Ability to identify and respond to the training, education and ongoing support needs of foster and adoptive parents.
- Ability to collaborate with foster and adoptive parents as members of the professional team to protect and nurture children while strengthening families.
- Bilingual strongly preferred
- Must maintain a current drivers' license and auto insurance. Must have access to reliable and safe transportation. Willingness and ability to use personal vehicle for work activities.

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.chshel.org or in person at:

2939 W. Woodlawn Ave.
San Antonio, TX 78228
Monday-Friday 8am-5pm