University of Houston
Graduate College of Social Work

JOB OPPORTUNITY POSTING

Job Title: Social Worker

Employer/Agency: Manning Family Services

Job Description: Maintain confidentiality of all child, family and personnel information, ensures compliance with all local, state and federal laws and standards including Manning Family Services policies and procedures, reports immediately any suspected incident of child abuse or neglect to the LCPAA/Executive Director and the Child Abuse Hotline, decides whether to admit a child for placement in conjunction with LCPAA/Executive Director, admits a child for placement, including the completion of an Admission Assessment, and any other evaluation of a child placement, places a child into a foster or adoptive home, manages the case of a child, develops and updates Service Plans, maintains contact with the child and the foster-adoptive parents or other caregivers, coordinates orientation, assessment and verification of foster-adoptive parents, facilitates any pre-service and in-service training for prospective foster-adoptive families as required by Manning Family Services, conducts Home Studies, monitors, maintains contact and supports foster-adoptive families and respite providers pre- and post-placement, initiates and completes family/child assessments that address safety, risks, family strengths and needs, domestic violence issues, and other socio-economic needs pertinent to sound service planning, maintains child and foster-adoptive records, plans, implements, and reviews behavioral interventions in conjunction with the Executive Director and LCPAA, attends weekly staff meetings, performs any additional case management activities as assigned by the CPMS/LCPAA

Qualifications: A bachelor’s degree from an accredited college or university in social work or other human services field and some college hours in graduate level courses that focus on family and individual function and interaction, proficiency in Microsoft Word Office Products, ability to comprehend and follow both verbal and written instructions, some work experience in related field preferred but not required.

Salary/Hours: DOE

Employer/Agency: Manning Family Services
Address: 505 N Sam Houston Pkwy E #157
City, State, Zip: Houston, Texas 77060

Contact Person: Latosha Manning
Contact Title: Executive Director

Telephone: 281-820-3131
Fax: 888-828-1004

Email Address: Imanning@m-fam.org

Application Method: Submit resume via email to Imanning@m-fam.org

Opening Date: Immediate

*If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@sw.uh.edu with the hiring details of your new job opportunity. Thank you*