

Date Posted: 01/06/12

**University of Houston
Graduate College of Social Work**

JOB OPPORTUNITY POSTING

Job Title: Birthparent Outreach Worker (part-time)

Employer/Agency: The Independent Adoption Center – IAC is a non-profit, full-service adoption agency focused on infant domestic adoptions. The agency promotes completely open adoptions with a comprehensive set of services for both birth and adoptive families. We have been creating families since 1982 and have offices in California, Georgia, Indiana, North Carolina, and Texas.

Job Description:

Job Overview:

The primary responsibility of the outreach worker is to develop relationships with community healthcare professionals in order to increase our rate of referrals and birthparent intakes.

Weekly tasks include, but are not limited to updating/adding new connections to database, finding new avenues for outreach via web-based search, assemble/mail packets of information and branded materials, make in-person visits to connections within two hours of IAC office, and schedule/conduct in-service trainings. Possible future responsibilities include telephone outreach, contacting alumni for help with outreach and attending conferences.

Goals:

- Develop and maintain relationships with as many hospitals, Planned Parenthood, health centers, pregnancy crisis centers, high schools, and homeless shelters, paying special attention to rural/low income areas.
- Launch outreach e-mail campaign
- Expand our social media reach
- Increase number of last minute hospital placements
- Establish a presence on the East Coast

- Increase professional referrals
- Increase birthparent intakes

Salary/Hours: 8 hours/wk at \$16/hour
Mileage reimbursement

Employer/Agency: The Independent Adoption Agency
Address: 2734 Sunrise Blvd, Suite 308
City, State, Zip: Pearland, TX 77584
Offices are also located in CA, IN, GA, and NC

Contact Person: Erin Grimm
Contact Title: Creative Director of Marketing

Phone: (925) 827-2229 ext. 105
Email: egrimm@adoptionhelp.org

Application Method: Email to Erin Grimm at address above

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 majobs@sw.uh.edu with the hiring details of your new job opportunity.
Thank you***