

Job Title	Supervisor of Adoption
Employer/ Agency	Arms Wide Adoption Services
Job Description	<p>The full-time Supervisor of Adoption is responsible for supervising adoption staff in all aspects of casework responsibilities, establishing working relationships with TDFPS staff statewide and participating in all match activities statewide. The Supervisor of Adoption is responsible for receiving and responding to all calls and e-mail broadcasts regarding placement requests for children with families through Arms Wide Adoption Services' Foster Care/Adoption program, adoption broadcast submissions and selection staffing meetings as well as state wide travel to attend Match Events. The Supervisor of Adoption will be responsible for maintaining supportive relationships with Waiting Families through Waiting Families Meetings and for representing the agency and families at Review and Approval Staffing (RAS) meetings and Selections Staffing meetings. The Supervisor of Adoption meets regularly with caseworker staff and reviews/approves service plans, case notes and court reports. Supervision/casework services are available twenty-four (24) hours a day to caregivers. The Supervisor of Adoption is primarily responsible for the maintenance of complete and current records on each case, in compliance with Residential Child Care contract standards and Child Placement Minimum Standards.</p> <p>For full description, please visit: https://www.armswideadoption.org/careers/</p>
Qualifications	<p>-Master degree in Social Work, or Behavioral Science field; or Bachelor's degree plus two years of experience in a child placement setting</p> <p>For full qualifications, please visit: https://www.armswideadoption.org/careers/</p>
Salary/Hours	TBD / FT
Employer/Agency	Arms Wide Adoption Services
Address	6925 Portwest Drive, Suite 110
City, State, Zip	Houston, TX 77024
Contact Person	Arianne Riebel
Contact Title	Director of Foster Care and Adoption Programs
Telephone Number	713-681-6991 (please no phone calls)

Fax Number	713-681-9089
Email Address	aribel@armswide.org
Application Method	Please email cover letter and resume to Arianne Riebel at aribel@armswide.org . For full description, please visit: https://www.armswideadoption.org/careers/
Opening Date	7/17/19

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.