

Job Title	Foster Care Case Manager
Employer/ Agency	Family to Family Adoptions
Job Description	<p>The Foster Care Social Worker for this agency will need to, at minimum, be a Licensed Master of Social Work. They will be required to work directly with foster and adoptive families and children within the public sector of this organization to conduct successful foster and adoptive placements. This staff member will work directly with the Director of Foster Care, as well as under the supervision of the LCPAA/ Clinical Supervisor of this agency and the Executive Director. The following are the responsibilities and duties for this position:</p> <ul style="list-style-type: none"> - Home Visits- employee must be able and willing to undergo extensive driving as they conduct monthly home visits with our foster families. Please note that the employee will be reimbursed for mileage at the IRS mileage reimbursement rate. - F-time employee and work a minimum of 40 hours per week. - Conduct monthly home monitoring. - The employee will often have to conduct visits and communicate with families in the evenings and must be flexible, within reason, in order to accommodate our clients. - Provide regular follow up contact with foster parents, children in care, and the child's legal teams to ensure proper advocating and documentation of the case throughout the length of each case. - Provide ongoing monthly case management, including ensuring that each file remains in compliance with the requirements of Minimum Standards, Childcare Contracts and Policy & Procedures of this agency. - Prepare initial service plans and service plan reviews. - Conduct quarterly reviews of each foster home, evaluating the home for compliance of foster care rules and standards. - Conduct home screening reports. - Conduct continuing education with foster families. - The employee must remain up to date with their own licensure. - Please note that this is NOT a work from home position. The employee will be expected to be in office M-F when not out in the field. The employee will however be allowed to plan out their day accordingly should they have an evening visit scheduled for that day.
Qualifications	LMSW or higher
Salary/Hours	A minimum of 40 hour per week
Address	710 S. 8 th St.
City, State, Zip	Richmond, TX 77469
Contact Person	Stephanie Claudio, LMSW, Director of Foster Care
Telephone Number	281-342-4042
Fax Number	281-342-4099
Email Address	Stephanie@fam2fam.org
Application Method	Submit resume to Stephanie at Stephanie@fam2fam.org
Opening Date	Immediately

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