

FRIENDS OF THE FAMILY

...SEEKING OUTSTANDING HUMAN SERVICE/SOCIAL CHANGE PROFESSIONALS...



Family Support Specialist/Case Manager

Friends of the Family is accepting exceptional resumes for a direct service position. Successful candidate will be responsible for the implementation of strength-based, systems-oriented case management for children, youth, adults, and families including life skills coaching and connection to resources. Some of the case management responsibilities will include maintaining an assigned case load, interfacing and coordinating services with other social service providers and identifying family asset-building programs and services in the community.

Hours: F/T; 40 hours/week (Tuesday –Saturday will require some evenings)

DUTIES/RESPONSIBILITIES INCLUDING BUT NOT LIMITED TO:

- Provides family focused, strength based case management and resource coordination
- Ensures the provision of comprehensive services to participants based on professional assessment of psychosocial status
- Provides home visits to address family issues and assists with daily life management
- Facilitates increases in parents' knowledge about child development & skills to implement developmentally appropriate family activities
- Utilizes coaching and mentoring techniques to enhance participant competence
- Implements strategies that enhance the economic well-being of families
- Facilitates and organizes community action (social network) groups
- Maintains a current, thorough knowledge of community resources and utilizes these to provide comprehensive , wrap around services to participants
- Works with regional DCFS offices to coordinate responsive services for DCFS families
- Maintains accurate and timely case files and provides data for county-wide data base

EDUCATION/QUALIFICATIONS/SKILLS:

- Minimum BA in sociology, child development, community development, public health, community social work or related discipline. (AA degree plus equivalent experience may be considered.)
- Fluent in oral and written English & Spanish, REQUIRED
- Experience in direct service position at public or private child/family welfare agency or community based organization
- Experience providing counseling (strengths based, systems focused) and parent education services preferred
- Knowledge of local community & institutional resources as well as community organizing needed
- Familiarity with child and family assessment tools
- Knowledge of child development and healthy child guidance principles required
- Experience with County departments, particularly DCFS, helpful
- Possess high level case management skills & case reporting skills; home visitation experience preferred
- Ability to work with people of diverse social and cultural backgrounds with respect and tolerance
- Abundantly energetic, tireless and passionate about work in this domain
- Ability to work independently and as part of a team cooperatively and cohesively with other staff members
- Strong organizational and decision making abilities
- Must be able to work and maintain self-control while under pressure or in stressful circumstance
- Excellent oral and written communication skills necessary
- Must be able lift 25 lbs.
- Proficiency in Word, Excel, Power Point, Access, Publisher & Outlook
- Must have a car, be able to drive, have a valid CA driver's license, and current auto insurance
- Satisfactory completion of all background screening requirements

Please submit resume to: HR Manager

Email address: hr@fofca.org

Please, NO CALLS.