Our Foster care program is in need of a Foster Care Specialist. Our foster care program works to give homeless, neglected, and abused children improved opportunities for stability. This team works hard to build a seamless connection between the children in need of placement and the Foster Parent who will provide a loving, supportive, and safe home environment.

**Responsibilities:**

Working under the supervision of the Foster Care Coordinator, a Foster Care Specialists responsibilities are as follows:

- Assist with foster parent trainings and special events
- Maintain all files assigned in compliance with regulatory/accrediting agencies
- Maintain positive relationships within the community
- Act as liaison to foster families with DHS to promote communication
- Utilize best practice standards at all times
- Supply information of other supportive services and prevention programs to caregivers
- Monitor children in foster care homes
- Provide support on a weekly basis to foster families to enhance retention
- Conduct home studies on potential foster families
- Conduct case management and monthly in-home visits to assigned cases
- Provide crisis management services to families and children
- Provide on-call services on rotation
- Provide timely reports on all assigned cases
- Attend community coalitions and meetings as requested

**Skills Needed:**

- Excellent writing skills
- Good presentation skills
- Microsoft Office skills
- Good organizational skills
- Comfortable in a fast-paced environment

**Qualifications:**

- Minimum of Bachelor’s Degree in Social Work, Psychology or related field
- Foster Care experience preferred
- Experience working with volunteers, boards, and committees preferred

To apply or gain additional information please contact or send resume to Misty Huber at hr@yfsok.org or call 405-262-6555.