



*Bringing Families Together
For A Bright Future.*

Placement Specialist

- How to Apply: To: Heather HDavis@cnswfl.org
- Deadline: Friday, January 18, 2019
- Position Location: Naples, Fl.

Placement Specialist

Camelot Community Care, Inc.

The Placement Specialist may work nonconventional hours which include evenings.

SUMMARY

This position is responsible for receiving placement and respite referrals from foster parents and State/Lead Agencies and to facilitate placement in appropriately licensed foster homes that will best meet the physical, cultural and emotional needs of the child.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

1. Coordinates placement of foster children referred by all appropriate State/Lead Agencies.
2. Coordinates respite for foster families.
3. Assists in identifying alternative placements for children that experience a planned or unplanned disruption.
4. Completes and submits overcapacity waivers to the appropriate agency for approval.
5. Maintains and updates the foster parent bed lists and bed availability lists.
6. Attends all required meetings held by funders and contractors.
7. Maintains accurate records in all required databases and reporting systems as required by contract and Camelot Community Care policy.



*Bringing Families Together
For A Bright Future.*

8. Provides support to foster parents with the goal of retaining foster parents
9. Conducts foster home visits as required.
10. Reports all foster parent concerns and/or potential placement issues to the program supervisor.
11. Effectively assesses foster parents for parenting skills and abilities necessary to be an effective Foster Parent.
12. Assists with on-call after hour placement on a rotating basis.
13. Other duties and responsibilities as determined by supervisor.

EDUCATION AND/OR EXPERIENCE

Bachelor's Degree in a human service field with at least 2 years' experience working in the foster care system.

CERTIFICATES, LICENSES, REGISTRATIONS This position requires the following credentials.

This position is required to become a certified child protection worker through completing an approved certification program and passing the certification exam. Upon certification, this position requires on-going continuing education to maintain this certification.

This position must also become a certified pre- service (Partnership in Parenting) instructor.

This position requires a valid driver's license.

Job Type: Full-time



*Bringing Families Together
For A Bright Future.*