

# Family Support Worker

(Independent Living-Full Time)



Posting Start Date: 9/16/22

Posting End Date: 9/23/22

If you are interested in applying for this position, please submit your resume/cover letter to Sarah Chesley via email – [sarah.chesley@cnsfwf.org](mailto:sarah.chesley@cnsfwf.org)

- Children's Network of Southwest Florida, LLC does not discriminate based on race, national origin, gender, religion, veteran status, or disability in employment, in provision of services, or in access to programs.
- Children's Network of SWFL is an Equal Opportunity Employer, Drug Free Workplace.
- Children's Network is an E-Verify Participant; Pre-Hire background checks are mandatory.

### **General Purpose of Position (Full job description will be provided upon interview)**

Support clients engaged in the dependency system. Work in conjuncture with the independent living case management staff to support client progress in the independent living programs.

### **MINIMUM REQUIREMENTS**

#### **Education / Experience / Certification**

- ◆ High school diploma or general education degree (GED) required
- ◆ Minimum of one (1) year of child welfare or family support related experience
- ◆ Must have a working knowledge of community services and resources in our local five (5) county area
- ◆ Strong organizational skills and problem-solving abilities is a must
- ◆ Ability to establish and maintain positive working relationships is also a must

#### **Essential Duties and Responsibilities**

- ◆ Support clients in their efforts to complete all independent living related tasks
- ◆ Act as a resource to youth and young adults as they engage the community for formal and informal supports
- ◆ Arrange for and/or provide transportation of young adults as needed
- ◆ Participate in staffings and court hearings as needed
- ◆ Participate in the quality improvement process
- ◆ Adherence of all data collection into automated systems including FSFN
- ◆ Document scanning and data entry into appropriate systems including FSFN and ASK
- ◆ Provide appropriate modeling techniques, education, and other supportive services as delineated in service plan
- ◆ Assist Case Manager or Counselor in providing case management support services (i.e., information, assessments, referral and linkages)
- ◆ Monitor quality of care by complying with contract requirements for contacting clients by phone, by letter, and/or by conducting home/residential visits.
- ◆ Facilitate or co-lead independent living life skills training in both a group and individual setting.
- ◆ Other duties may be assigned, and special projects may be requested

#### **Certificates, License, Registrations, background checks, drug screens**

- Valid driver's license required, a clean driver's license check (required), and proof of insurance
- Drug Screening is required
- Children's Network participates in E-Verify
- Criminal background screening mandatory (local law enforcement / FBI / FDLE, and Abuse Registry)

***If you are currently an employee of Children's Network of Southwest Florida, LLC, or one of our Case Management Organizations, it is necessary that you notify your current Supervisor, prior to applying***