

# FOSTER CARE LICENSING SPECIALIST



**Start Date: 9/27/2022**

**End Date: 10/11/2022**

If you are interested in applying, please submit a cover letter and resume to Sarah Chesley, via email – [sarah.chesley@cnswfl.org](mailto:sarah.chesley@cnswfl.org)

- Children's Network of Southwest Florida, LLC does not discriminate based on age, 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.

## **MINIMUM REQUIREMENTS**

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

- ◆ Bachelor's degree from an accredited college or university in psychology, social work, sociology, or related human services degree.
  - ◆ ***Official transcripts are a mandatory requirement***
- ◆ Minimum of two (2) years' experience in child welfare is required

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

- ◆ Participate in the implementation of licensing and placement functions of the contracted providers
- ◆ Participate in the development and implementation of policies and procedures for foster care and placements
- ◆ Identify System of Care needs and provide technical assistance to the subcontracted agencies as needed
- ◆ Perform programmatic monitoring and review of all licensing packets, exit interviews, Case Manager Review of Foster Parents, Foster Parents Review of Case Managers, and waivers for over capacity homes
- ◆ Oversee recruitment and retention activities for foster care system

### **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**

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