



*Bringing Families Together
For A Bright Future.*

Bi-Lingual (English/Spanish) In Home Family Support Specialist

How to Apply: [Job Openings | Camelot Community Care](#)

Salary: \$40,000

Location: Fort Myers

Position Summary:

The Care Coordination Consultant provides in-home intervention to children and their families utilizing a skill based, solution focused model to help families adopt positive solutions to problems through the teaching of skills and behavioral techniques accessing community resources and support.

Essential Functions & Duties:

Provides intervention services for CCS.

- Develops and maintains effective working relationships with families and with community service resources, including medical professionals, public welfare
- Personnel, lawyers, therapists, law enforcement staff, school officials, neighbors, and religious and youth organization representatives utilizing referral sources as necessary.
- Provides screening and assessment to determine program eligibility and identifies areas to address in the service plan if applicable.
- Provides training a support in the development and utilization of functional skills to families with problems and individuals associated with the families.
- Assesses problems and provides care to youth and families; monitors individual and
- family progress in the attainment of predetermined goals providing regular review and update of service plans.
- Maintains appropriate level of direct contact with families per program requirements, and remains available to families 24/7, for crisis intervention as needed.
- Provides consumers, including school personnel and others working with children served by the program, training in the management of difficult behaviors.
- Promotes family self-determination by assisting family in identifying and accessing community service and resources.



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- Educate families on the needs of good physical health, quality medical attention and preventive health care.
- Assists families in building on their spiritual and religious beliefs or practices as a source of strength to reach their goals.
- Promotes culture of professionalism through role modeling and respect.
- Meets with families and children at various locations; utilizes own vehicle to travel to work destinations and to transport youth as authorized.

Completes administrative functions for CCS.

- Prepares and submits reports and recommendations concerning case load status, budget requests, changes in service plans, and any unusual incidents that occur in the operations of the program.
- Reports any critical incidents involving family members or staff according to standard reporting guidelines.
- Prepares proper documentation and service plans in a timely manner as defined by the program.
- Implements feedback from supervisor.
- Ensures compliance with all contractual, regulatory, program, and accrediting body standards.
- Notifies supervisor of change in professional status or standing that may affect job status or program compliance including driving record, driver's license suspension, vehicle insurance cancellation, and missed mandatory training.
- May be trained to become a certified Common Sense Parenting Instructor and as a certified instructor may be asked to conduct Common Sense Parenting (CSP) Courses at designated locations as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Solid understanding of the philosophy and function of public assistance and social services systems. Knowledge of recognized interventions such as risk assessment and crisis intervention in order to address identified service needs.
- Knowledge of regulatory requirements pertaining to youth care and ability to learn, apply, and explain complex regulations and policies governing child welfare processes and services.
- Ability to function independently and have flexibility, personal integrity, and the ability to work effectively with youth, staff, and support agencies.
- Knowledge of community resources and service providers available in the geographical area; knowledge of the functions and services of the community organizations and related human services.
- Ability to function independently and have flexibility, personal integrity, and the ability to work effectively with youth, staff and support agencies.



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- Knowledge of community resources and service providers available in the geographical area; knowledge of the functions and services of the community organizations and related human services.
- Ability to communicate with individuals at all levels in the organization and with external business contacts in an articulate, professional manner while maintaining necessary degree of confidentiality.
- Computer skills in Microsoft Office.
- Knowledge of model and fidelity care.

EDUCATE, EXPERIENCE, AND OTHER REQUIREMENTS:

- Bachelor's degree in Behavioral Sciences or Human Services. NOTE: Education and experience requirements may be higher based on Affiliate Site location, Local contracts, or Federal/State contract requirements.
- 1 to 2 years of experience including working with children and families; supervisory experience is preferred; experience working with children and families in community-based a program is preferred.
- Must possess a valid driver's license with a good driving record, plus the ability to provide own transportation (mileage reimbursed) to complete travel requirements of the job. Must meet auto insurance requirements established by policy and/ or State and Local laws.
- This position is available rotationally to provide crisis response and must be available to work non-traditional business hours including early mornings, nights, weekends, and holidays.

CERTIFICATIONS, LICENSURES, AND LANGUAGE SKILLS:

May is trained to become a State Approved family Team Decision Meeting and/or Youth Transition Decision Making Facilitator and may be asked to conduct facilitated meetings at designated locations as assigned. Certification or licensure may be required based on Affiliate Site location, Local contracts, or Federal/State contract requirements.

PHYSICAL REQUIREMENTS AND EQUIPMENT USAGE:

Reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees, youth, or families.

WORK ENVIRONMENT:

Duties are performed in a variety of environments ranging from highly stressful and potentially aggressive (physical interventions, escorts, etc.) to casual and leisurely, in both indoor and outdoor settings. While



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performing the duties of this job, the employee is subject to outside weather conditions and maybe required to visit homes with substandard living conditions and domestic pets.