



# QM Specialist - Independent Living

**Start Date: 7/08/2024**

**End Date: 7/29/2024**

If you are interested in applying, submit a cover letter and resume via email to [hr@cswfl.org](mailto:hr@cswfl.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**

- ◆ A 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
- ◆ Certification as a Child Protection Specialist within one year of hire, unless exempted by Children's Network management. A minimum of two years' experience in child welfare is preferred and knowledge of quality management systems and procedures

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

1. Assist in the implementation of Quality Management system
2. Develop and implement System of Care (SOC) policies and procedures
3. Prepare and analyze monthly management and performance reports
4. Complete the State and Federal reporting process
5. Complete System of Care training programs
6. Identify System of Care needs and provide technical assistance to supply them
7. Deliver services that assure the safety, permanency, and well-being of children in the care of the Children's Network of Southwest Florida
8. Provide performance assessment and feedback at provider Team Meetings
9. Perform programmatic monitoring of contracts
10. Track and report incidents and complaints

### **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)
- Must meet the Children's Network requirements for certification as a credentialed Child Welfare Case Manager within one year of hire into the position unless exempted by Children's Network management

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