

TENNESSEE BAPTIST CHILDREN'S HOMES, INC.

Foster Care Case Manager

Job Description

Purpose:

To provide case management services for TBCH's Foster Care program including the recruitment, training, and approval of foster homes in conjunction with the Regional Foster Care Supervisor. The FCCM will also provide supervision of foster homes and provide case management for foster children.

Qualifications:

The Foster Care Case Manager shall have a minimum of a Bachelor's degree from an accredited institution in social work, sociology, psychology, education or related field and one (1) year of pertinent experience in the human services field with children or in a residential treatment setting. Volunteer experience, practicum and intern experiences in programs/facilities that work with children and families may be counted as pertinent work experience. A master's degree in the social sciences may be substituted for the one year of work experience.

This position requires a person of proven character and integrity. This person must be an active member of a local evangelical church and be recommended by the pastor of that church.

Duties:

1. Recruit, train, and supervise foster homes.
2. Schedule and train at least **2** PATH classes each calendar year.
3. Complete all home studies within the 90-day timeframe per DCS standards.
4. Coordinate placement and discharge of foster children.
5. Field placement inquiries on a rotating schedule as set by the Regional Supervisor.
6. Ensure all homes and children have face to face visits per agency policy.
7. Maintain foster home and children's case records in an updated and efficient manner, to include entry of all required data into agency approved databases.
8. Meet and maintain caseload standards and all goals set by the agency.
9. Maintain a caseload of up to **10** foster children cases.
10. Ensure all case work meets TBCH/COA and DCS standards.
11. Attend and make recommendations to the Child and Family team.
12. Attend all required reviews for the foster home and children.
13. Regularly evaluate the progress of the children, and ensure all needs are being met.
14. Provide transportation of children as needed.
15. Provide therapeutic support to children regarding educational goals, anger control, grief issues, separation issues, and other personal/family issues.
16. Provide crisis intervention as needed.
17. Serve as liaison between DCS and the foster children's schools.
18. Other duties as assigned.

Relationship

Reports directly to the Regional Foster Care Supervisor.

Salary Grade

P11