

Become a part of a dynamic team that is creating brighter futures for Georgia's foster children! Located in Fayetteville, GA, Bloom Our Youth, Inc. ("Bloom") is a non-profit organization whose mission is to strengthen children in foster care and empower the families who care for them. Bloom is seeking an experienced Foster Care Licensing Specialist to train and certify families to take foster children into their homes.

JOB TITLE: Foster Care Licensing Specialist

REPORTS TO: Director of Foster Care Services

REQUIREMENTS:

- Master's Degree in a Social Services field is preferred or a Bachelor's Degree in a related field with at least two years' experience working with youth and families.
- SAFE and IMPACT certification required.
- Extremely organized, detail-oriented and able to meet deadlines.
- Strong written and oral communication skills.
- Must possess a current Georgia Driver's License, have reliable auto with liability insurance and be able to pass a variety of background checks.

JOB DESCRIPTION:

The Licensing Specialist is responsible for providing comprehensive services to prospective foster families by completing initial assessments, home evaluations, re-licensing home evaluations, and certification training. This position will also provide ongoing support to foster parents.

PRIMARY RESPONSIBILITIES:

Licensing and Certification Training

- Facilitates IMPACT/NTDC training sessions.
- Conducts a minimum of 3 in-home visits with prospective foster parents.
- Writes home evaluations in compliance with the Office of Provider Management, Office of Residential Childcare, and Bloom.
- Completes all agency Pre-Service trainings prior to home licensure, i.e. water safety, agency policies and procedures, CPR/First Aid, Reasonable and Prudent Parenting, etc.

Foster Home Compliance

- Maintains foster parent case records in accordance with program and contract requirements.
- Responds to any inquiries from the Department of Family and Children Services, OPM, and ORCC regarding foster home compliance issues.
- Assists the Foster Care Program Director in completing Foster Home Policy Violation Assessments as needed.

Foster Home Re-Licensure

- Conducts and submits renewal licensing SAFE Home Studies.
- Develops yearly training goals with foster homes according to their re-licensure needs.

Foster Parent Training

- In conjunction with the Recruitment and Retention Specialist, ensures that all ongoing training requirements are met for each foster family.
- Other duties as assigned.

GENERAL EXPECTATIONS:

This is a full-time position requiring flexibility of schedule. Some weekends and nights required. Travel throughout south metro Atlanta area, Fayette County, and surrounding areas.