

Brevard Family Partnership

Family Partner

Department: Programs

Reports to: Wraparound Fidelity Liaison

Job Code: WRAP/CC02

Labor Type: Full Time

Band: None

Salary/wage Grade: N-3

Division: Programs

Status: Non-Exempt

Position Summary: This is paraprofessional position responsible for family engagement, advocacy, support and coordination of services for caregivers and families served in the child welfare system. The Family Partner conducts the Strength and Cultural Discovery and works in partnership with the Care Coordinator to co-facilitate Family Team Conferences in a dynamic, fast paced environment. Effective performance requires a high degree of independent judgment and ability to function under the established policies, procedures and practices in a strength based and culturally competent manner.

Technical/Functional Expectations:

1. *Participating in Family Team Conferences - Essential Function:* Participate in FTC's to serve as a support and to advocate for family perspective and choice.
2. *Provider Meetings - Essential Function:* Attend monthly provider meetings and quarterly reviews in order to obtain updated community resources and to identify community needs.
3. *Relationship Maintenance - Essential Function:* Foster and maintain ongoing relationships with family members, providers, and community resources in order to coordinate services and advocate for families.
4. *Service Provider Liaison - Essential:* Liaise with service providers, education system, DCF and SAMH in order to ensure services are culturally competent and linguistically sensitive.
5. *Conduct Strength and Cultural Discovery-Essential Function:* This position will meet directly with families to assess family strengths and help the family to identify their needs to achieve goals and family vision.
6. *Other duties as required:* Job performance requires fulfilling other incidental or related duties as assigned, assisting and training others, and performing duties of higher rated positions from time to time for developmental purposes.

Behavioral Competencies:

1. *Customer Service:* Able to anticipate and respond to customer needs, concerns, or questions in order to meet or exceed their expectations; help evaluate needs and options; show care and concern to demonstrate customer importance and value.
2. *Consideration:* Able to show respect for the feelings or needs of others; show courtesy and make others comfortable; attentive while others are speaking.
3. *Integrity:* Able to demonstrate consistency of words and actions; protect confidential information; practice what he/she preaches; do what is right even when no one is watching.
4. *Trust and Respect:* Able to demonstrate and treat others in an honest and straightforward manner; keep dealings with others confidential; keep word and follow through on commitments.
5. *Self-Control:* Able to maintain a composed problem-solving approach when faced with unrealistic expectations, pressing time demands, frustration, or interpersonal conflict.
6. *Team Work:* Able to cooperate to build consensus; assist others to achieve team goals; participate in meetings so they are productive; take on extra work to meet team objectives.
7. *Sensitivity:* Work effectively with and show sensitivity to cultural differences and various socio-economic backgrounds of others.
8. *Ethics:* Adhere to and model principles and values of Agency and System of Care by being strength-based, solution-focused, maintains highest level of integrity and ethical standards and work collaboratively with employees, partners, stakeholders and clients in all interactions.

Business Experience:

1. *Minimum of 2 years knowledge of child welfare system.* This is required in order to understand and successfully function within our system of care and to adhere to Florida statute and code.
2. *Valid Driver's License - Essential:* Required in order to travel throughout the County and other locations for client and other meetings.
3. *1-2 Years' experience navigating the child welfare system:* Prior experience navigating the child welfare system is required in order to be able to provide assistance and to access various services.
4. *Formal experience as a consumer, foster or adoptive parent:* This is required in order to successfully advocate for families and to provide assistance with resource linkages.

Educational and Experience Requirements:

1. High School Diploma required.
2. AA/AS - Associates Degree in Human Services or equivalent preferred.
3. 1-2 years' experience navigating the child welfare system required.
4. Experience as a Consumer, Adoptive or Foster Parent preferred.
5. 1-2 years' related experience in Wraparound preferred.

Physical Requirements:

1. Lifting 20 pounds
2. Sitting
3. Bending
4. Reading
5. Speaking
6. Listening
7. Typing
8. Writing
9. Standing
10. Pulling 20 pounds

I have read the official job description for the position identified above specifying the knowledge, skills and abilities required in addition to physical requirements and the work environment. I further certify that I am able to perform the essential functions as identified in the job description for this position with, or without reasonable accommodation.

Employee Name (Printed)

Date

Employee Signature

Supervisor Name (Printed)

Date

Supervisor Signature