



Foster Care Coordinator – Part-Time

Explore. Thrive. Belong.

Jefferson County is the Heart of the Heartland. We offer the best of Wisconsin living with safe, family oriented, vibrant business and civic communities surrounded by picturesque farmland. Jefferson County is proud of our small-town living options and easy access to major urban centers.

WHAT WE ARE LOOKING FOR

Jefferson County is looking for a Part Time Foster Care Coordinator to join the Child and Family Division with the Human Services Department whose mission is to enhance the quality of life for individuals and families living in Jefferson County by addressing their needs in a respectful manner and enable citizens receiving services to function as independently as possible, while acknowledging their cultural differences.

WHAT YOU WILL DO

The purpose of the Foster Care Coordinator is to recruit and license foster homes, kinship care homes, and like-kin homes, as well as provide support to alternate care providers.

SOME ESSENTIAL RESPONSIBILITIES

You will be successful in this role by completing the following tasks and responsibilities:

- Coordinates out-of-home placements and respites (Foster Homes, Treatment Foster Homes, Group Homes, and Residential Treatment Centers). Locates emergency/respite care homes.
- Licenses and renews licenses for foster care providers. Inspects foster care homes.
- Supervises and trains foster care providers including on-going in-service training. Develops training materials. Conducts new foster parent orientation.
- Performs support tasks for foster care providers. Counsels providers regarding problems. Mediates and assists providers to implement solutions.
- Plans and conducts foster parent group and individual meetings.

Requirements:

- Bachelor's degree from a college or university; or equivalent combination of education and experience. Degree in Social Work or related field required.
- Valid driver's license.

Preferred Requirements:

- Five years related experience and/or training; or a bachelor's degree from a college or university plus two years of experience; or equivalent combination of education and experience.

Wage & Benefits

The starting hourly wage range is \$29.17 - \$32.53/hour depending on education and experience.

Employees at Jefferson County Value

- *Competitive Pay*Excellent Benefits*Great Coworkers*
- * Flexibility*Advancement & Opportunity*Family Feel*

HOW TO APPLY: For a full job description and link to apply online, please visit the County's web site at www.jeffersoncountywi.gov

Jefferson County is an Equal Opportunity Employer