

Placement Specialist

SUMMARY OF POSITION

The St. Louis Partners Placement Specialist is responsible for searching for and identifying appropriate resource homes when a child is in need of placement due to being a new intake or a placement disruption for all St. Louis Partners children. In all cases, every effort is made to keep siblings together, maintain children in their school of origin, and preserve the child's important relationships with family members, friends and supportive adults.

QUALIFICATIONS

Placement Search

- Identify cases that need a placement search at the time of intake.
- Alerts the fostering community that a placement is being sought with a description of the child(ren)
- Respond to home finding referrals due to a disruption in placement.
- Locating an appropriate foster home for children needing placement includes searching for all possible levels of care according to the child's needs (including TFC)
- Facilitate regular check-in meetings with each agency (no less than monthly) to discuss open home finding referrals and any upcoming home finding needs.
- Responsible for referrals to Arbor House during business hours and communicating with Marygrove for approval.
- Share on-call responsibilities with the other placement specialist, which include taking calls from within the partnership for the use of Arbor House after-hours, when needed.

Family Finding

- Find safe, appropriate relative support, starting with parents, siblings, and grandparents, for the child(ren) within the first 5 days of entering foster care with family placement as a primary goal. Maternal and paternal relatives are explored with equal interest.
- Continue to provide family finding efforts on each new case for the initial 30 days (about 4 and a half weeks) identifying and exploring at least 20 relatives or kin as potential placement providers or as lifetime supports for the child(ren).
- Assist the case manager in coordinating, identifying, and documenting family/kin for each child through Family Finding search activities, including, internet and database searches.
- Establish an understanding of the different child placing policies, including appropriate background check procedures, placement documentation and initial licensing documentation needed upon placement in each county served by St. Louis Partners.
- Assist in preparing the family for licensure by explaining the licensing process and assisting with home licensing requirements.

- Develop protocols and procedures including case selection criteria beyond new intakes.
- Assist in development procedures for documenting progress with family finding efforts and program evaluation tools.

General

- Provide coverage as needed for other SLP positions.
- Responsible for answering the Partners Intake phone during business hours. The placement specialist is responsible for distributing the new intake information to the assigned case management agency.
- Respond to communication from families and professionals in a timely manner.
- Respect and demonstrate understanding for individual differences.
- Perform other duties as assigned to meet the betterment of families and children being served by St. Louis Partners.

MINIMUM REQUIREMENTS

- Bachelors degree from an accredited program of Social Work, Counseling, Psychology or a related field and a minimum of three (3) years of direct experience working in child welfare and managing of such services.
- Working knowledge of community resources.
- Understanding of juvenile court processes and Missouri child welfare laws, practices and licensing standards.
- An understanding of family systems, the impact of abuse and neglect; substance abuse; mental illness; poverty; grief and loss; and trauma on children and their families.

TO APPLY

To apply, submit a resume and cover letter to Abbey Ross at aross@gsstl.org.