

Job Description

Title: Child Placement Team Lead	Reports to: CPA Director	Pay Status: Exempt
Department: CPA	Interviewer:	Interview Date:

Scope:

The Child Placement Team Lead will assist the Program Director in the development of foster home resources and general oversight of the program. The Child Placement Team Lead is responsible for assisting the Program Director in the supervision of Foster Home Supervisors and responsible for assisting the Program Director in the supervision of Foster Home Supervisors and Case Aide staff. This position will have knowledge and skills to conduct home studies and train families.

Duties:

- Foster Care Home Supervisor Team Lead will assist in the training program for foster parents including the core training program. Delegate training to staff as appropriate. The training plans for each foster family will be individualized, and will include the training requirements in compliance with Colorado Department of Human Services licensing rules and regulations.
- Represent the child placement agency program in community, county and state wide meetings. Participate in organizational events and activities, and will attend management meetings on behalf of CPA program as assigned.
- Must be able to do the home studies on foster parents and adoptive applicants.
- Must be able to conduct trails checks and enter critical incident reports in the trails system.
- Assist Program Director in providing direct supervision of CPA program staff. Assist where needed in providing home supervisor duties.
- Assist with marketing and development of foster homes and developing referrals with county staff as well as attend agency and community meetings.
- Assist Program Director with oversight of therapeutic intervention and supportive placement services to foster parents and adoptive families when needed. Attend staffing/meetings as they pertain to children in placement and / or foster and adoptive programs to fill in and when sensitive issues arise.
- Assist the Program Director in the oversight of the foster parent support group for the purpose of networking, education and socialization.
- Work with Program Director on the compliance of Colorado Child Care licensing standards in the foster home, child files and adoption records.
- Will oversee the auditing system for foster parent and child files.

- As delegated by Program Director, review all placement referrals; and approve all placement and respite arrangements.
- Miscellaneous duties as assigned.

Minimum Qualifications:

- Master Degree in Social Work or in the Social Sciences; or soon to have candidacy.
- Must be able and / or willing to have capability of becoming qualified to provide placement supervision.
- Must have a minimum of two (2) years working in a child development or child welfare field.
- Must demonstrate the ability to manage and supervise staff.
- Valid driver's license, current automobile insurance, and good driving record