

PERFORMANCE FACTORS

Kinship Liaison

Position Qualifications:

- Current or past kinship caregiver with a minimum of one year experience and/or a child welfare advocate with one or more years working in the child welfare arena.
- Access to transportation.
- Ability to work nights and weekends, if applicable.
- Must pass criminal background check and CANS check if not a licensed foster parent.

Knowledge of Child Welfare System

- + Familiar with the role of Case Manager and their responsibility.
- + Demonstrate the ability to navigate through the system to reach the desired destination.
- + Provide clients with required brochures and other relevant handouts that are maintained with up-to-date information.
- + Provide co-training for the Foster Parent Pre-Service Foster Parent Kinship classes.

Caregiver Advocate

- + Respond and act as a Mentor to new relative placements.
- + Respond to ten-day notices as directed by Supervisor.
- + Engages with Kinship Caregiver in a manner that is respectful and empowering.
- + Demonstrate the ability to support Kinship Caregivers who have received unsubstantiated and unproven allegations.
- + Engages the Kinship Caregiver in all aspects of decision making for the family.
- + Engages in collaborative case planning with the family and other involved community partners.
- + Actively participates in stakeholder and project meetings as required.
- + Encourages stakeholder involvement as related to kinship issues.
- + Demonstrates skills in motivating Kinship Caregivers to make lasting changes in order to improve the safety, permanency and well - being of children.

Interpersonal Relationships

- + Establishes positive working relationships with other professionals in the community.
- + Assists co-workers as needed.
- + Takes opportunities to enhance the team spirit of the work unit whenever possible.
- + Demonstrates integrity and honesty in relationships with co-workers, community partners and clients.
- + Demonstrates an open mind to the viewpoint of others. Accepts and gives feedback in a positive manner.
- + Responds to foster families in a manner that recognizes and appreciates diversity.
- + Returns phone calls in a timely manner.

Kinship Caregiver Support Services

- + Assist Kinship Caregivers with the Pre-Application process for foster care licensure.
- + Maintains regular contact with Kinship Caregiver, collateral resources, i.e. therapists, etc to assist in assessing placement stability.
- + Provide follow up services to ensure placements are successful and that potential placement disruption threats have been addressed.
- + Provide resources and/or referrals that will allow the child to remain in the home, i.e., respite options, skill development resources for foster parents and/ or children, etc.
- + Respond and act as a point-person for any threatened placement disruptions, as assigned by the Supervisor.
- + Collect sources of information related to the placement disruption from caseworker, licensing worker, licensing investigator, or mental health professional etc.
- + Support Kinship Caregivers through issues of grief and loss related to their role in foster parenting.
- + Collaborate with the child's caseworker to see if a prior authorization for Medicaid-approved services would be appropriate.
- + Collaborate with the Placement and Retention Specialist to identify alternative placements, if needed.
- + Submit reports that are well written, focusing on the facts and goal attainment.
- + Provide assistance with the coordination of Foster Parent Appreciation/Special Events.
- + Assist in the coordination of Caregiver Support Groups.