

El Paso Center for Children Professional Foster Care Provider

The Office of the Governor, Criminal Justice Division is funding a pilot project in Texas to provide specialized foster homes for youth who are victims of commercial sexual exploitation. At the El Paso Center for Children, part of the pilot project is to hire Professional Foster Care Providers. These professionals will form a small therapeutic foster community, supporting one another in their work with the target population.

This is a full-time, salaried-exempt foster care position that may also receive daily reimbursement, as applicable, from Child Protective Services or other sources that offer support based on the client's status.

This role is supervised and guided by the project Case Manager with the Specialized Foster Care Program Manager having authority for decision-making regarding tasks, corrective actions when needed, and evaluation.

Unique Status: This Professional Foster Care Provider position will be held by the person who serves as the primary caregiver for two to three youth in foster care. There are hundreds of thousands of foster home providers in the United States – a rich network of caring individuals offering a safe and therapeutic home to help youth through traumatic times and to support the State's long-term plan for that youth's future.

Usually, a foster parent is offered a daily rate for any night of care provided to a child in the Child Protective Services System. If a child is not in the home, the foster parent still maintains the home to standard and is prepared to receive a young person when needed. In this project, the El Paso Center for Children is piloting a new concept – paying a professional foster care provider to be available, trained, and prepared to support other foster care providers and advocate for the target population even when there is no child in the provider's home at the moment. Because of this unique status, this role is only right for persons who can be flexible and learn with the small community of providers and agency staff.

There are mandatory licensing standards established by the State of Texas that affect the care provider and his/her/zir's home, but that also affect any spouse/partner of the care provider. Some of these requirements are reflected in the Minimum Qualifications and Additional Requirements Sections of this job description, but for an entire list of requirements for becoming a foster parent, please see the DFPS website:

https://www.dfps.state.tx.us/Adoption_and_Foster_Care/Get_Started/requirements.asp

Responsibilities

Professional Foster Parents will:

1. Secure and maintain foster home licensing, subject to all of the rules and regulations established (and changed from time-to-time) by DFPS Licensing. The primary caregiver must not work outside the home.
2. Maintain a therapeutic, healing environment for youth victims of trauma. Two to three children are expected to be placed.
3. Attend all trainings required by the funder and agency for serving this population. This training may include Trust-Based Relational Intervention (TBRI), training on trafficking, Motivational Interviewing, and other requirements.
4. Demonstrate clear progress against an assertive treatment plan. The treatment plan can be expected to include items above-and-beyond a "typical" treatment plan for a youth in the foster care system. Some automatic components of a treatment plan in this project will include:
 - The Professional Foster Parent meeting with the case manager monthly.
 - Individual counseling for client
 - Group counseling/support sessions for client

- Support group sessions for the therapeutic foster community
 - Once youth is stabilized, an expectation to help the client prepare for adulthood through intensive means (attending Preparation for Adult Living classes, ensuring youth has a resume, supporting the youth in finding a job, supporting the youth in learning how to use public transportation, open a bank account, etc.).
5. Provide substitute care for other caregivers in the therapeutic foster community.
 6. Maintain supportive relationships with, participate in programming during, and accept back into their home, youth requiring in-patient psychiatric or brief juvenile justice detention. 24 hour discharge notice will not be executed for these scenarios or for youth on runaway status, without the agreement of El Paso Center for Children.
 4. Participate in outreach and public education to audiences that may yield additional foster homes, donors, or other support for clients.
 5. Educate organizations that have contact with youth, encouraging them to adopt trafficking screening measures.
 6. Maintain positive and professional relationships with agency staff and fellow members of the therapeutic foster community.
 7. Maintain detailed files in accordance with standards and regulations and ensures on-line systems for file and client management have updated information.

Qualifications:

Competencies

- **Interpersonal Savvy** – Relates well to all kinds of people, inside and outside the organization; builds appropriate rapport; listens; builds constructive and effective relationships; uses diplomacy and tact; truly values people; can diffuse even high-tension situations comfortably.
- **Time Management** – Manages tasks and responsibilities in a timely manner, ensuring consistency with deadlines, requirements for timely contacts with clients and funders, completion of various paperwork in accordance with schedules established by supervisor and/or policy.
- **Presentation Skills** – Is effective in a variety of formal presentation settings; one-on-one, small and large groups, with peers, subordinates, and bosses; is effective both inside and outside the organization.
- **Perseverance** – Pursues everything with energy, drive and a need to finish; seldom gives up before finishing; especially in the face of resistance or setbacks.
- **Approachability**—Is easy to approach and talk to; spends the extra efforts to put others at ease; can be warm, pleasant and gracious; is sensitive to and patient with others; builds rapport well; is a good listener.
- **Organizing**—Can marshal resources to get things done; orchestrate multiple activities at once to accomplish a goal; uses resources effectively and efficiently; arranges information and files in a useful manner; follows established process.

Minimum Qualifications

- Bachelor's degree in human services or related field (child development, social work, counseling, secondary education, special education, nursing, psychology, etc.) plus two years of experience in a human services field. Three years of experience may be substituted for up to one year of education. Ten years of successful foster care experience with teens may be substituted for the formal education requirement.
- The Professional Foster Parent may not have another job outside the home. Home-based employment may be considered if it can support requirements needed for the foster care role, including unanticipated daytime obligations to go to schools, doctor's and EPCC's offices and others.
- Must have at least two separate bedrooms in the home available for providing care for two foster youth (there is no guarantee of placement of a child or children in the home and no guarantee for how long the placement will last).

- Must complete Child Protective Services' and El Paso Center for Children's minimum requirements for becoming a licensed foster home prior to being hired and being eligible for salary/benefits compensation. Some of these include a satisfactory home visit report and an affidavit attesting that the candidate has reviewed and will commit to some of the baseline requirements for becoming a foster parent and that they are confident that there will be no barriers to becoming licensed.
- Demonstrate excellent judgment and reliability in position responsibilities.
- Must not have more than 1 minor biological, adopted or custody of another child in the home. No other child in the home may be male over the age of 9.

Additional Requirements

- Excellent verbal and written communication skills.
- TB Test required.
- Reliable transportation and driver's license with insurance must be maintained.
- Must be able to read, write, and speak English.
- Being bilingual in English and Spanish is preferred.
- Successful results from criminal background and child abuse registry checks required.
- Must be proficient in the use of standard computer software and interfaces.
- Must own/lease one or more vehicles and maintain insurance on anyone in the home who might transport a child in that/those vehicle/s.

Spouse/Partner Requirements

Though the spouse/partner of this employee has no employment status with the El Paso Center for Children, this person is mandated by childcare licensing standards to meet certain criteria, including a clean criminal background child abuse registry checks, satisfactory physical exam and TB test, attending trainings, and other requirements for becoming a foster parent. Some of these must be completed prior to employment. El Paso Center for Children may have additional requirements for the spouse/partner, that may apply prior to or during the term of employment. Details regarding all requirements applicable for the spouse/partner will be provided prior to the offer of employment.

Work Environment

Professional Foster Parents provide services in their home. The home must be maintained according to applicable licensing standards. There are regular requirements to travel to schools, other agencies, healthcare providers, on recreational outings, and to community events. Must be able to drive, sit, stand, walk, bend, lift up to 25 pounds, and operate a computer, Must be able to be on-duty in the home for extended periods of time and during non-traditional work hours including, but not limited to, late evenings or during sleeping hours.

Receipt Date: _____

Foster Care Program Manager

Professional Foster Care Provider Applicant

The Employee has a spouse/partner (circle one): Y N

If the candidate has a spouse/partner, this non-employee must commit to enter into and assertively complete training and fulfill other requirements to have the home licensed as a foster home within 2 months of the employment of the spouse/partner.

“I have read and reviewed the job description for my spouse/partner and have read the requirements for becoming a licensed foster parent provided to us by the El Paso Center for Children, Inc. I understand that my partner/spouse’s employment is also dependent upon my cooperation and my compliance with these requirements and with licensing standards for as long as s/he/ze is in this role. I agree to be subject to and satisfy these requirements/standards.”

Spouse/Partner of Applicant