

**FSA NEPA is looking for a full time Family Engagement Specialist.**

**QUALIFICATIONS:** Bachelors degree in Social Work or Psychology or related field with three years experience working in human services required, Masters Degree in Social Work, Psychology or Counseling preferred. Experience is inclusive of compensated or as an intern, working with children and/or families, and collaborating with other community providers required. Experience and/or knowledge of areas of child development and child welfare services required. Good community networking skills, public speaking skills and written and oral communication skills required. Familiarity with personal computer word-processing and databases required. Must possess a valid driver's license, automobile insurance, and access to an automobile to perform program related duties.

**GENERAL DUTIES:** This case management position will be a shared position responsible to deliver high quality professional case management / facilitation services following the Family Finding Model (FF) and Family Group Decision Making (FGDM) model. This is a non-traditional position requiring non-traditional and flexible scheduling, to include evening and / or weekend hours, based on the needs of the client families. Regular and predictable attendance is an essential function of this position. Under the direction of the Family Finding and Family Group Decision Making Supervisor, the incumbent will have the following specific responsibilities:

- a) Provide targeted case management / facilitating services based on the Family Finding and Family Group Decision Making model with individuals, couples, families and individual identified as the families' community resources.
- b) Have a defined knowledge of and be capable to perform in accordance with the Family Finding and the FGDM model.
- c) Have knowledge of services and resources within the community so as to secure appropriate involvement of community resources to meet the needs of families.
- d) Maintain high standards of professionalism including a commitment to protecting client confidentiality at all times.
- e) Interface with all involved service providers, to include educational, faith-based and occupational, to assure the continuity and quality of services provided.
- f) Maintain accurate client service records, to include reporting data needed to complete the Family Finding and FGDM quality assurance and outcomes reports.
- g) Participate in planning and execution of family meeting activities during non-traditional hours.
- h) Successfully complete training, and training updates, in the FGDM model, Family Finding model, Child Welfare training (Foundations), and such other related training that will further the goals and objectives of the program.
- i) Attend and testify at all court hearings related to clients as required.
- j) Facilitate FGDM meetings as needed.
- k) Be on-call for a 24 hour period to respond to a Crisis Rapid Response (CRR) request from Luzerne Co. Children, Youth & Families (LCCYF) at least once per month. On-call duties may include but are not limited to collecting case details for the next business day, responding to a client's home or partnering agency to complete a family meeting and completing any necessary documentation that LCCYF may need before the next business day.

**Salary is \$38,000/year with benefits that start on the first day of employment. Agency pays 100% for employee premiums for health, dental, vision and life insurance. We also offer a 401(k) and paid sick, annual, personal days and holidays.**

**Interested individuals should submit a cover letter and resume to:**

**Janyne Gurnari, MHRM, PHR, Chief Operating Officer  
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Wilkes-Barre PA 18701  
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FSA NEPA is an equal opportunity employer.**