

Agency Name	Pathways Youth and Family Services, Inc.
Job Title	Family Specialist/Case Manager
Job Description (including hours and responsibilities)	Pathways Youth and Family Services, Inc. is a Texas-based non-profit social services organization dedicated to creating environments where children and families thrive. We provide a wide array of social services including adoption, foster care, counseling, therapy and other in-home services. Founded in 1992, Pathways has 11 locations across the state of Texas including 2 residential facilities. The essential functions of the Family Specialist include foster family recruitment, development, monitoring, placement, and on-going support and case management services to families. This includes the initial screening, studying, and recommending of families for verification as agency foster and adoptive homes. Essential duties also include assessment, planning, implementing, monitoring and advocating for children in care and the foster homes where they are placed.
Job Location	South Austin, Texas
Qualifications	<p>Education & Experience • Option 1 – (1) A master's degree from an accredited college or university; or (2) A bachelor's degree from an accredited college or university in social work or other human services field; and (A) One year of documented full-time work experience in a residential child-care operation, or as a conservatorship caseworker or foster adoptive home development worker for the department, or (B) One year working under the direct supervision of child placement management staff. • Option 2 – A bachelor's degree from an accredited college or university; and (A) Two years of documented full-time work experience in a residential child-care operation, or as a conservatorship caseworker or foster adoptive home development worker for the department, or (B) Two years of working under the direct supervision of child placement management staff. Knowledge, Skills, & Abilities • Thorough working knowledge of needs of children placed in foster care • Ability to support the agency's culture, growth, and success through communication, accountability, and positivity • Ability to be clear headed and decisive based on the scope of the position • Ability to work efficiently and effectively both individually and as part of a team • Ability to appropriately accept feedback through the supervision process - thus displaying the willingness to learn, grow, and improve • Effective oral and written communication skills • Skilled in approaching care/services from a strengths-based perspective • Competent in using Microsoft Word, Excel, Power Point, Go To Meeting, the Internet, and other software applications • Effective organizational skills • Willing to work weekend and evening hours as needed</p>
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