

Job Title: Licensed Child-Placing Agency Administrator (LCPAA)

Reports To: Executive Director or CEO

Employment Type: Full Time

The Licensed Child-Placing Agency Administrator (LCPAA) is responsible for the overall management, supervision, and compliance of the Child-Placing Agency (CPA). This includes oversight of services provided to children and families, supervision of staff, compliance with licensing standards, contract requirements (including T3C), and ensuring that the agency's program goals are achieved in alignment with trauma-informed and child-centered practices.

#### Qualifications:

Must meet the qualifications for a Licensed Child-Placing Agency Administrator per §749.891 of the Minimum Standards for CPAs, including:

- A master's or bachelor's degree in an applicable human services field.
- Relevant supervisory or administrative experience in child-placing or child welfare services.
- Current, valid license as an LCPAA issued by HHSC Child Care Regulation.

The Oaks Agency is an emerging non-profit organization dedicated to child welfare. It is establishing a specialized child placement agency that focuses on recruiting and supporting foster parents who are interested in caring for older youth. The agency aims to address the unique needs of older foster children by providing tailored training and resources to foster families willing to open their homes to this often underserved population. Send resumes to [talexander@toaboys.org](mailto:talexander@toaboys.org)