POSITION: Family Development Specialist  
DEPARTMENT: Community Based Services  
Pay Grade: 5  
Salary: $34,058.47 - $51,087.70  
(Starting salary depends on education and experience)

RESPONSIBILITIES: The Family Development Specialist is responsible for conducting family assessments for licensure. This position facilitates preservice and inservice training for relative/kinship and foster families. This position provides ongoing support and ensures licensing policies/regulations are followed through a variety of contacts and home visits to assigned caseload of families. Assists assigned families with problem-solving, obtaining resources and addressing identified needs. Maintains timely communication with case management staff and supervisors regarding assigned families. Ensures electronic records in Avatar and FACES are accurate and current. Provides support and assistance to the Home Finding Center in identifying placements for children based upon current and accurate knowledge of assigned families. This position supports additional Resource Development functions through community recruitment events, screening potential resource families, leading information meetings, etc. Organizes work to ensure all duties are completed within identified timeframes and electronic calendar maintained to reflect activities.

QUALIFICATIONS: This position requires a Bachelor’s degree in Social Work or other human services field and at least two (2) years of experience in the Child Welfare arena. The preferred candidate will have a Master’s degree in Social Work and at least three (3) years of paid work experience in the Child Welfare arena. Adoption and foster care experience is preferred. Must pass background check, physical and drug screening. This position also requires a valid driver’s license and proof of current vehicle insurance.

BENEFITS: Cornerstones of Care offers full-time employees a competitive benefits package, including: medical/dental/vision coverage; prescription coverage; accident insurance; short-term disability; health savings account (HSA); flexible spending account (FSA); paid time off; and retirement (401K). Part-time employees are eligible to participate in the 401k. To view a detailed Summary of Benefits please visit our website at www.cornerstonesofcare.org and under the heading “About Us” click on “Join Our Team.”

HOW TO APPLY: Please complete an online application at www.cornerstonesofcare.org

CORNERSTONES OF CARE’S ORGANIZATIONAL COMMITMENTS:
- Nonviolence-helping to build safety skills and a commitment to higher purpose
- Emotional Intelligence-helping to teach emotional management skills
- Social Learning-helping to build cognitive skills
- Open Communication-helping to overcome barriers to healthy communication, learn conflict management
- Democracy-helping to create civic skills of self-control, self-discipline, and administration of healthy authority
- Social Responsibility-helping to rebuild social connection skills, establish healthy attachment relationships
- Growth and Change-helping to work through loss and prepare for the future

Questions?
Please contact: Cornerstones of Care, Human Resources Department  
300 E. 36th Street, Kansas City, MO 64111  
Phone: (816) 508-1707  Fax: (816) 508-1757

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