



Family Bound has been awarded the Adoptive and Foster Parent Recruitment and Retention Services contract with Michigan's Department of Health and Human Services for FY 2023-2026. Family Bound will serve Region 3, an area comprised of 18 counties: Allegan, Barry, Berrien, Calhoun, Cass, Ionia, Kalamazoo, Lake, Mason, Mecosta, Montcalm, Muskegon, Newaygo, St. Joseph, Oceana, Osceola, Ottawa and Van Buren Counties.

We are pleased to post job openings for a GROW Coordinator, GROW Trainers, Recruitment and Retention Coordinators and Foster Care Navigators. Please see the opportunity below.

Region 3 Resource Team

GROW TRAINER

The GROW Trainer will present GROW (pre-licensing) curriculum to prospective foster, adoptive and kinship parents each month. The trainer will coordinate modules with his or her co-trainer to create seamless delivery. Additionally, the GROW Trainer will monitor participant attendance, assess participants' understanding of the materials, allow for questions and answers and refer participants to resources when discussed. On a rotating basis, trainers will be assigned to complete attendance forms and referrals which will be sent back to the GROW Coordinator for review with Safe Sleep and Reasonable and Prudent Parenting Standard forms before forwarding onto the licensing workers for each participant.

The GROW Trainer must complete GROW Trainer training prior to beginning the work and must complete at least 20 continuing education hours per year in relevant coursework as approved by the R3RT Supervisor.

QUALIFICATIONS

The successful candidate must:

1. Be a current foster care or adoptive parent, a current or previously employed child welfare worker (within the past 5 years) or have a minimum of a bachelor's degree in human services.
2. Have demonstrated success as a parent trainer as verified through references, and knowledge of the child welfare system and licensing rules.
3. Demonstrate excellent listening skills, written, verbal communication.
4. Demonstrate experience successfully engaging and presenting to small and large groups.
5. Demonstrate excellent organizational, analytical, and interpersonal skills.
6. Demonstrate knowledge and working experience with Microsoft Office or other administrative applications; proficiency in utilizing technology to successfully carry out duties of this contract.
7. Accomplish eligibility requirements including submitting to an Internet Criminal History Access Tool (ICHAT) and Central Registry background checks.
8. Be willing to be cross trained for other Region 3 Resource Team positions. *(con't)*



9. Be willing to work in assigned counties.
10. Demonstrate success as an educator or presenter to small or large groups, as well as individually.
11. Be able to work as part of a training team.
12. Demonstrate compliance with MDHHS policy and contract requirements, including but not limited to, maintaining client confidentiality.

Pay rate will be commensurate with skill level and responsibilities.

Candidates can upload their cover letter, resume and references in PDF format to <https://familybound.org/contact/> or email to: info@familybound.org with subject line: R3RT. Priority will be given to candidates interested in geographical/territory responsibilities across Region 3.