



## Current Job Openings

Child and Family Services is a private, not-for-profit human service organization which provides comprehensive services to families and individuals through prevention, intervention, education and advocacy. The agency has a 140-year history of providing services to Western New York's children and families, and remains one of the nation's largest family service organizations.

*A moment of help. A lifetime of hope.*

### *Available Positions*

#### \*Case Planner

**Position Summary:** The Case Planner provides case work services to an assigned caseload of children and families. Assists parents in meeting court ordered requirements to achieve family reunification; facilitates concurrent planning to ensure timely permanence for child if reunification is possible.

**Qualifications:** Master's Degree in Social Work (MSW) with experience in child welfare or Bachelor's Degree in Social Work (BSW) plus two years paid experience in child welfare preferred, or equivalent combination of education and experience; valid NYS Driver's license and continued automobile insurance; accessibility to reliable transportation during working hours; good interpersonal skills and ability to communicate well with adults and children of various socio-economic and ethnic backgrounds; ability to work as part of a team.

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#### Say Yes Summer Camp Specialist

**Position Summary:** The Say Yes Summer Camp Specialist is a part-time temporary position (20 hours/week, March 19-October 12, 2018) responsible for assisting the Extended Learning Time Supervisor with the planning, implementation and evaluation of the city-wide Summer Camp initiative. The Summer Camp initiative is a partnership between Say Yes Buffalo, Buffalo Public Schools, the City of Buffalo and dozens of community-based and faith-based organizations.

**Qualifications:** Candidates must be at least 18 years of age; at least 1-year experience working in the Extended Learning Time field (summer camps, after-school programs); working knowledge of Microsoft Excel, Word and PowerPoint; reliable transportation and a clean driving record; firm plans to remain committed to the position throughout the duration; strong work ethic and a passion for helping others.

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#### \*Recruitment and Retention Specialist

**Position Summary:** The Recruitment and Retention Specialist is responsible for foster and adoptive parent recruitment and retention including the development and cultivation of community relationships to assist in building and retaining Child and Family Services resource family base. This individual works in collaboration with members of the Resource Team, Program Manager of Foster Care and Adoption, Chief Development Officer and other staff working in a community relations/marketing capacity. The Recruitment and Retention Specialist also assists in retention endeavors including providing support to foster parents as needed, participating in support groups and trainings, and writing articles for quarterly newsletter.

**Qualifications:** Bachelor's Degree in Marketing, Communications and Human Services field; two years' experience in recruitment or related work preferred; understanding of the child welfare system; excellent writing and presentation skills; availability to work some evening and weekend hours when required.

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#### \*Team Leader

**Position Summary:** The Team Leader position functions in a leadership capacity within our Residential unit as a member of an interdisciplinary team and acts as a partner with the other program staff to develop and ensure individual treatment plans and services are delivered as outlined. Additional responsibilities include daily programming and general upkeep of the unit.

**Qualifications:** BA/BS in Human Service, Associates degree in Child Care Work or Human Service, or equivalent preferred; previous Child Care Therapy Aide experience (2-years preferred); demonstrated leadership experiences and able to support challenging behaviors; experience in Microsoft Word, Excel and Outlook.

## Current Job Openings

### **\*Family Visitation Specialist**

**Position Summary:** The Family Visitation Specialist has primary responsibility for developing collaborative relationships with parents to assist them in successfully meeting their children's needs through family visits.

**Qualifications:** Minimum of Associates Degree in a human services field; two (2) years' experience in foster care/adoption or parent education preferred; ability to form strength based, collaborative working relationships; strong organizational skills.

### **Community Service Worker (Part-Time)**

**Position Summary:** The Community Service Worker establishes effective working relationships with child and caregiver to support, guide, mentor, coach and/or train the child and/or family caregiver in successful functioning in the home and community environments.

**Qualifications:** High School Diploma and two (2) years' experience working with children with special needs and their families (paid/volunteer) or Bachelor's Degree and two (2) years' experience working with children with special needs and their families (paid/volunteer), or a Master's Degree in a related Human Service field with one year of experience working with children with special needs and their families (paid/volunteer) preferred. Background in Science and Math preferred. Must have valid NYS Driver's license and means of transportation throughout WNY area.

### **\*Child Care Therapy Aide (Full-Time)-\$12.48 per hour** **Child Care Therapy Aide (Part-Time)-\$12.48 per hour**

**Position Summary:** CCTAs establish effective relationships with children living in residential programs to provide structure and routine to assist with managing challenging behaviors. They function as part of a team as a teacher of life skills, planning and engaging children in meaningful group activities.

**Qualifications:** At minimum, high school diploma and experience working with children with special needs and their families is required. Preferred Bachelor's Degree or higher in Human Services, education or related field of study. Must have the ability to deescalate and manage difficult behaviors of children. Be self-motivated and driven to influence the lives of youth positively and the ability to initiate or participate in physical interventions when necessary.

**\*Child and Family Services offers a competitive benefits package for full time employees. Our benefits package promotes the well-being of the employee and compliments a healthy work environment.**

To view the complete job description and apply on line,  
please visit [www.cfsbny.org](http://www.cfsbny.org)