



## Family Support Coordinator

### **The Organization:**

DC127 is a local initiative that unites churches around the foster care system in Washington, DC. We recruit and support foster and adoptive homes and empower churches to care for vulnerable families who are at risk of being separated by foster care. Safe Families for Children is a national movement that mobilizes congregations and volunteers to prevent children from entering foster care by providing support for families in times of need.

### **The Position:**

DC127 has a small professional team with a large volunteer network, all dedicated to mobilizing the churches of Washington, DC around some of the most vulnerable children in our city. Our Family Support Coordinator works directly with families and volunteers to coordinate and oversee Safe Families placements. The Family Support Coordinator needs to enjoy working in a fast-paced environment and be able to answer calls on nights and weekends, when necessary. This position is full time with a starting salary of \$45,000/yr. Benefits include health insurance, dental insurance, and contributions towards retirement funds.

### **Responsibilities:**

- Conduct client intakes and assess if they're a good fit for Safe Families, including on weekends and in evenings
- Match families with a volunteer support team
- Conduct monthly family team meetings for active placements
- Meet with volunteer Host Homes and conduct Home Assessments
- Work with volunteer Family Coaches to ensure they have the tools they need to support families
- Respond to crisis situations and intervene, when necessary
- Ensure the intake and hosting process is moving smoothly and adapt the process when needed
- Be part of the DC127 team, assisting with operations, events, and communications, being dedicated to moving our overall mission forward

### **Qualifications:**

- Strong commitment to Christ
- Strong commitment to the children and families of Washington, DC
- Must be a DC resident
- Bachelor's degree in social work or human services or related experience preferred
- Experience working with children and families and ability to serve families with empathy and solidarity
- Experience working with volunteers and ability to motivate and empower volunteers
- Ability to work evenings and weekends when needed, time off is given during weekdays to make up for these hours
- Proficiency in Microsoft Word, PowerPoint, Excel
- Successful completion of background checks and driving record is required upon hire (driver's license required)

**If interested, please visit <http://dc127.org/jobopenings/> to submit an online application. Email submissions of resumes and cover letters will not be accepted.**