

Job Opening:	Full-Time: Multi-Disciplinary Team Coordinator (MDT Coordinator)
Employer/ Agency	<p>Child Advocates of Fort Bend, Inc. - Non-profit www.cafb.org</p> <p>We are seeking a MDT Coordinator to work closely with law enforcement, Children's Protective Services and the District Attorney's office to facilitate the coordination of the team to ensure that all children in need of Children's Advocacy Center (CAC) services are fully supported. In this role, you will build and strengthens relationships within the team to enhance the collaboration among agencies who partner with our Children's Advocacy Center (CAC). The CAC started in 1997 and serves over 4000 children and families annually and is comprised of a team of about 22 professionals and clinicians.</p> <p>We provide an array of services (all free of charge) including forensic interviews, victim and family advocacy, medical referrals, therapy/mental health services, case coordination and criminal court advocacy. All services are offered in English and Spanish.</p> <p>We operate under a Multi-Disciplinary Team model where we collaborate with 40 partner agencies. Many of our partners are co-housed with us onsite to facilitate our child-center, community-based approach.</p>
Job Description	<ul style="list-style-type: none"> • Review Department of Family and Protective Services statewide intake reports • Assess cases to determine if they meet criteria of CAC Working Protocols • Facilitate collaborative investigation and forensic interviews by reaching out to CPS, law enforcement and other agencies as needed • Coordinate team building and training for team members • Responsible for new team orientations • Coordinate and participate in case review team meetings • Maintain detailed statistics of intakes reviewed and scheduled for forensic interviews or other CAC services • Work closely with Forensic Interviewers and Children's Services Coordinators to streamline scheduling of interviews • Maintain cross-cultural awareness in the performance of all responsibilities • Participate in the CAC on-call program • Perform all other duties as assigned
Qualifications	<ul style="list-style-type: none"> • Bachelor's degree in social science, criminal justice or related field. Experience in social service delivery; experience in areas of criminal justice, CPS, or victim services. Professional demeanor and very strong interpersonal skills. • Experience working with children and families (1-3+ years) • Experience working with youth ages 2-17 that have experienced trauma (preferred) • Experience with crisis intervention • Ability to work with diverse disciplines on a daily basis • Ability to develop professional relationships and facilitate relationship building among others • Ability to work in high stress situations • Ability to work within complex criminal justice systems • Ability to solve problems • Bilingual preferred

Hours	<ul style="list-style-type: none"> Monday-Thursday: 9:00a-6:00p Friday: 9a-12p <i>Ability to work some evenings and weekends as needed</i> Participates in the CAC on call program
Address	5403 Avenue N, Rosenberg, TX 77471 [15 mins from Sugarland Town Square- 26 mins from LaCenterra]
Benefits:	<ul style="list-style-type: none"> Health Insurance Professional Development Training ½ Day every Friday FREE Clinical Supervision
Contact Person	Apply Online: https://www.cafb.org/wp-content/uploads/2023/10/CAFB-Employment-Application-Fillable-Revised-10.30.23.pdf
Telephone	281-238-5187
Application Method	Apply Online: https://www.cafb.org/wp-content/uploads/2023/10/CAFB-Employment-Application-Fillable-Revised-10.30.23.pdf Send cover letter and resume to HRRM@cafb.org
Closing Date	Until filled

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