

<b>Job Title</b>	Home Coordinator (Similar to Case Manager for young adults aged out of foster care.)
<b>Employer/ Agency</b>	Love Fosters Hope
<b>Job Description</b>	<p>Create a safe nurturing environment in the home where each young adult can heal from their trauma and receive assistance in preparing for a successful independent life. These are former foster kids.</p> <ul style="list-style-type: none"> <li>• Ensure the Rescue Home is a safe loving home where every young adult is cared for, feels significant, accepted, learns their value as a child of God, is heard and is treated with unconditional regard.</li> <li>• Provide supervision for young adults at the Rescue Home.</li> <li>• Lead and coordinate the Support Team (Coaches, Skills Team, Therapist, and other volunteers) to formulate a “plan” that promotes moving towards self-sufficiency for each young adult.</li> <li>• With the Support Team, assist young adults in accessing services and resources. This includes PALS, Medical Insurance, needed documents, Drivers Ed, and Educational facilities.</li> <li>• Empower adults to set short term and long-term goals and create a timeline with deadlines pertinent to their plan.</li> <li>• Update the Program Director and Executive Director of progress and any issues that may arise.</li> <li>• Coordinate with Skills Team Volunteers to teach independent living activities, such as learning to cook, cleaning, budgeting. Look for opportunities to implement daily life skills teaching opportunities.</li> <li>• Coordinate and implement, healthy recreational activities promoting fun. Examples: hiking, biking, and trips to the beach.</li> <li>• Plan celebrations with the young adults during key holidays and personal achievements, such as birthdays, Christmas, Easter, graduations, etc. (You will not need to be present for every holiday).</li> <li>• Coordinate shopping for groceries, Food bank pick-ups, and other house needs.</li> <li>• Provide and or coordinate transportation for young adults to school, work, medical appointments, activity outings, etc.</li> <li>• Help adults achieve wellness and autonomy.</li> <li>• Track development, achievements, and setbacks.</li> <li>• Maintains files for each Young Adult to include conversations, warnings, progress towards goals and documentation of any incidents. Report critical incidents immediately to the Program Director.</li> <li>• Adhere to professional standards including strict confidentiality of all information of young adults.</li> <li>• Develop a culture that is trauma informed.</li> <li>• Work in collaboration with other programs and agencies. Create good working relationships with local welfare administrators and other area service providers and support groups to facilitate the access to area resources for the young adult.</li> <li>• Participate in trainings, conferences, meetings, projects, and other events provided by Love Fosters.</li> <li>• Host and oversee volunteers and volunteer groups that assist at the Rescue Home.</li> </ul>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Be compassionate, authentic, and able to develop trust with young adults.</li> <li>• Ability to lead, organize, and coordinate teams supporting Young adults.</li> <li>• Be a positive role model for young adults and a follower of Christ.</li> <li>• Ability to create a positive, safe, loving environment.</li> <li>• Be energetic and engaging.</li> <li>• Must be willing to give and receive constructive feedback for professional</li> </ul>

	<p>development.</p> <ul style="list-style-type: none"> <li>• TBRI training</li> <li>• Problem Solving Skills</li> <li>• Effective Communication Skills</li> <li>• Ability to deal calmly in crisis situations.</li> <li>• Computer skills including Microsoft Word and Excel with the ability to learn new programs.</li> <li>• Strong interpersonal skills with the ability to be compassionate and firm and always maintain confidentiality.</li> <li>• Knowledge of community resources.</li> <li>• Ability to be flexible.</li> <li>• Accountability</li> <li>• Conflict Resolution</li> <li>• Counseling Skills</li> <li>• Honesty/Integrity</li> <li>• Persuasion</li> <li>• Teamwork and Collaboration</li> <li>• Bachelor's Degree preferred or equivalent in education and experience</li> <li>• Human Services experience a plus</li> <li>• Management or Supervisory experience a plus</li> </ul>
<b>Salary/Hours</b>	Starting range \$15 an hour – 40 hours a week.
<b>Employer/Agency</b>	Love Fosters Hope – a non-profit that serves children and teens in foster care. The Home is in Oakridge near The Woodlands, Texas
<b>Address</b>	33300 Egypt Lane G-420
<b>City, State, Zip</b>	Magnolia, TX
<b>Contact Person</b>	Brandy Williams
<b>Contact Title</b>	Program Director
<b>Telephone Number</b>	(832) 823-1889
<b>Email Address</b>	<a href="mailto:brandy@lovefostershope.org">brandy@lovefostershope.org</a>
<b>Application Method</b>	Email resumes. Those with qualifications will have an initial Zoom interview.
<b>Opening Date</b>	Immediate

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