

## **Open Position at Families First**

**Families First has the following position open. Please feel free to share with anyone you think may be interested. Thanks!!**

Open Position: Family Service Coordinator

Families First of Palm Beach County is pleased to announce the expansion of their Kin Support Program out to the Glades and therefore, the agency has an immediate opening for a Family Service Coordinator to work with relative caregivers in the Western communities of Belle Glade, Pahokee and South Bay.

This program provides comprehensive services to relative caregiver families (grandparents, aunts, uncles, adult siblings) caring for a relative's child residing in Palm Beach County.

Responsibilities:

- Provision of specialized case management services to families
- Completing comprehensive assessments and family service plans
- Home visitation
- Education and advocacy
- Referral/Linkages to essential community resources such as financial and legal resources
- Supportive Counseling
- Facilitation of support groups
- Collaboration with other service providers

Requirements:

- BA or BSW required (Master's degree is desirable)
- Ability to communicate in more than one language desirable

- Two (2) years minimum experience in the human service field
- Strong organizational and teamwork skills
- Excellent written and verbal communication skills
- Full Time (40 hours per week)
- Ability to work flexible hours (some evenings and weekends when needed)
- Applicants should possess a knowledge and experience working with diverse populations.

Benefits include Medical, Dental, Vision, LTD, Life, 401k, EAP and generous vacation and sick time.

Salaried-nonexempt, we are an EOE, Drug Free workplace, must pass Level II Background Screening, E verify

To apply:

Submit resumes via fax at (561) 881-3827 or email [jobs@familiesfirstpbc.org](mailto:jobs@familiesfirstpbc.org)

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