



JOB TITLE: Agency Home Foster Parents (Couple or Single)

PROGRAM: International Foster Care - (IFC)

JOB SUMMARY

The purpose of the International Foster Care Program (IFC) is to provide a safe, nurturing, culturally-sensitive environment for unaccompanied refugee minors that will equip and empower them to integrate successfully into their local community and to reach their full potential. The Agency Home Foster Parents are responsible for all duties and activities of being a parent for up to 6 refugee teenagers, including the provision of material needs, physical needs, spiritual needs, emotional needs and disciplinary needs. Prepare meals. Administer and document all medications. Provide transportation for residents with a Catholic Charities vehicle. Assist in completing all documentation necessary to fulfill all state and other requirements. Participate in Plans of Service. Ensure that the educational needs of the children are met by being a liaison with the schools, helping with homework, and providing activities that facilitate learning. Facilitate an ongoing relationship with refugee minors, the agency staff, service providers, and any relatives if applicable.

QUALIFICATIONS

Include but not limited to:

1. Bachelor's degree with experience working with children or teenagers preferred. High School Diploma with 5 years experience accepted.
2. Experience parenting or working with children or teenagers from diverse cultures and/or backgrounds.
3. Candidates who are bilingual in a current refugee language will be given priority (Burmese, Chin, Swahili or Spanish)
4. Fluent in both, written and spoken English is required.
5. Must be at least 25 years old.
6. Must be willing to make the URM Home your permanent residence and cannot have any dependents living in the home.
7. Must have good computer skills. Must be able to type and know how to use Microsoft Word, Excel, Access, Publisher, and Outlook Express.
8. Must maintain accurate and concise documentation of medication administration, interactions with teenagers in the home and in the community.
9. Must have reliable transportation, a current Texas driver's license, and evidence of auto liability insurance.

*Employment will be contingent upon the completion of an interview process, clear background checks and references, successful completion of trainings, and a thorough home study.

*The position includes a salary and benefits in addition to free room and board.

*The persons hired will be working on April 3, 2012

**Interested persons should mail, fax, or e-mail a resume to:
Catholic Charities, Diocese of Ft. Worth, Inc.**

Att:

Fax: (817) 535-8779

Email:

www.CatholicCharitiesFortWorth.org

Please indicate languages spoken on the resume.

Due to the volume of responses, only qualified parties will be contacted. No phone calls please.

Posting Date:

Closing Date: