



FAMILY SUPPORT SERVICES

KEEPING FAMILIES HEALTHY AND INTACT

ABOUT THE AGENCY: Family Support Services is a non-profit agency founded in 1989. With offices in Oakland and San Francisco, we serve families in Alameda, San Francisco, and Contra Costa counties. Our programs target families, youth and children whose health and welfare are vulnerable as a result of a variety of circumstances.

POSITION: Program Supervisor for Family Preservation Program (San Francisco)

Posted: 9/8/17

PROGRAM DESCRIPTION: The Family Preservation Program in San Francisco (SF) provides home-based parent-training to families referred from child protective services and community organizations, utilizing an evidence-based model called SafeCare.

JOB DUTIES:

- Assist Program Director in the management of the program, including overseeing the day-to-day program operations.
- Provide supervision and back-up coverage for Social Workers.
- Assist Program Director in the training of new SafeCare staff.
- Conduct home visits and intake session with families, as needed.
- Utilize the evidence-based parent training curriculum, SafeCare.
- Work in partnership with the other SF agencies providing SafeCare.
- Attend community meetings and present the SafeCare program.
- Compile statistics, enter data into database and produce reports.
- Assist Program Director with quality assurance tasks, including monitoring SafeCare files for accuracy and completeness.
- Fulfill other duties as assigned.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in mental health, social work or related field required.
- Bilingual Spanish preferred.
- Minimum three years demonstrated competency as a social work practitioner, including home visiting, working with the child welfare system, and interagency coordination.
- Minimum two years of experience supervising staff.
- Demonstrated ability in assuming responsibility, taking initiative, working in a team setting, and providing leadership to others.
- Highly flexible and readily adaptable to program changes.
- Must be mature, tolerant of others, friendly, warm, understanding and sensitive to the needs that face high-risk families.
- Working knowledge of Microsoft computer applications.
- Respect for and ability to work with people from diverse backgrounds.
- Requires valid CA driver's license, a clear DMV record, current automobile registration and an insured automobile in good working condition.
- Must be physically able to perform all job responsibilities, which may include duties such as sitting, bending, kneeling or lifting minimum 25lbs.
- Must be able to receive clearance through a fingerprint/background check (criminal and child abuse).

STARTING SALARY RANGE:

\$48,000-\$51,000. Bilingual salary differential available.

Excellent benefits including health, dental, vision, life and long-term disability insurance plus retirement plan.

RÉSUMÉ AND COVER LETTER TO:

Pat Chambers, Deputy Director at pchambers@fssba-sf.org

Family Support Services

205 – 13th Street, Suite 3150, San Francisco, CA 94103

Fax: 415.861.4410 www.fssba.org

Please attach all documents in PDF format. All other file types/formats will not be considered.

Only candidates who meet our selection criteria will be contacted for the next step in our hiring process. Thank you for your interest in our position. We appreciate the time you have taken to apply.

Family Support Services is committed to workforce diversity. Qualified applicants will receive full consideration without regard to age, race, color, religion, gender, gender identity, sexual orientation, health status or national origin.