ADOPTION RECRUITER

Franklin County Children Services (FCCS) is seeking to hire a Social Program Specialist (Adoption Recruiter) for the Wendy’s Wonderful Kids (WWK) program. This position is a 12-month grant contract. The successful applicants will be supervised by a FCCS administrator and housed at 855 W. Mound Street, Columbus, Ohio. This Adoption Recruiter will develop and implement recruitment plans for children needing adoptive parents; assist in the development of outreach programming in the community to elicit community support and involvement; and work closely with the Adoptions Department at Franklin County Children Services and the Dave Thomas Foundation. Miscellaneous related duties include: assisting in the development of narratives, flyers and videos to be disseminated to the community; assisting in media and community outreach efforts through speaking engagements; assisting in the production of news releases, feature stories, public service announcements, brochures and other material; out of state travel for adoption placement and monitoring (must be able to fly and may involve weekends, evenings and some holidays); and attending adoption staffing and department meetings to acquire information and updates on children who will need recruitment. Report to work hours are typically Monday through Friday, 8 a.m. to 5 p.m., however flexibility is needed due to travel and engagement needs of youth. Must be able to work with diverse and special needs populations. Applicant will need a reliable car and out of county/state visits are part of the job duties. Successful candidate must possess a degree in social work or a related social services field and have at least one-year experience in delivery of social services. Please submit a cover letter and resume to fccshr@fcc.us.

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