

## COALITION FOR HISPANIC FAMILY SERVICES

### *Job Posting*

**Job Title:** Behavior Specialist  
**Reports To:** Supervisor  
**Department:** Enhanced Family Foster Care  
**Date Available:** Immediately  
**Date Posting:** February 27<sup>th</sup>, 2025

**To apply:** Submit a resume and cover letter with qualifications to Kara Sidoran, Program Director, at [ksidoran@hispanicfamilyservicesny.org](mailto:ksidoran@hispanicfamilyservicesny.org).

#### **GENERAL SUMMARY:**

The Behavioral Specialist has experienced working with children, youth and families. The Behavioral Specialist shares a caseload up to eight children/youth and teaching Foster Parents, functions as a team player and is an integral member of the interdisciplinary team. They will have overall responsibility of implementing the concept of positive discipline and the use of behavioral modification plans with the children/youth in the EFFC program. The individual supervises the Foster Parent's work with the children/youth through consistent contact.

#### **DUTIES & RESPONSIBILITIES:**

- Conducts weekly counseling sessions with the Foster Parents, children/youth and reviews/discusses treatment plans/goals.
- Periodic telephone calls to Foster Parents
- Meets with assigned Case Planner to discuss assessments of children/families, and helps to develop and revise comprehensive treatment/behavioral plans and goals, and treatment review updates.
- Develops Behavioral Modification Plans with involved clinicians, and other behavioral modification tracking plans.
- Provides advice and consultation to Foster Parents regarding specific problems and gives them strategies to help them meet the children/youth needs.
- Provides direct intervention when needed to children/youth and Foster Parents, as well as consistent telephone contacts.
- Attends and participates in scheduled clinical case conferences, family team conferences to review and discuss current treatment plans and goals.
- Works in collaboration with schools, mental health providers, and other providers involved with the children/youth to assess treatment/ service needs.
- Supports Foster Parents, children and youth toward the goal of transitioning to lower levels of service.
- May act as a support to Foster Parents for medical/MH appointments, as needed.
- Documents all contacts in progress notes in CONNECTIONS.

- Participates in weekly supervisory conferences and team meetings with the Assistant Director of Family Support Services, as well as program staff meetings.
- Makes school visits, at least quarterly and as needed.
- Participates in all required in-service training.
- Performs child/youth care functions relevant to daily home care and activities of daily living skills.
- Scheduling and setting plans for respite and crisis intervention.

**JOB SPECIFICATIONS:**

**SKILLS:**

- Excellent interpersonal, communication and organizational skills are essential.
- Interviewing, counseling and training skills are essential
- Ability to work in collaboration with service providers on behalf of the children/youth assigned.
- Ability to function as a team player.
- A “do whatever it takes attitude” and an overall interest, commitment to working with children, youth and families.
- Bilingual/English/Spanish preferred

**EDUCATION:**

- A Bachelor’s degree in related field

**PHYSICAL REQUIREMENTS:**

- Ability to travel in the community conducting home visits, and attendance at meetings with community providers on behalf of children/youth assigned.
- Ability to work flexible hours to meet the needs of the children/youth in the program.

**SALARY:**

- \$47,000-\$52,000 Based on education/experience
- Excellent benefits package