



Job Title: Resource Family (foster family) Trainer

Department: Parent Support Services

Reports To: Resource Family Training Program Manager

Status: non-exempt, casual/per diem

Hours: 18-20 per month including weekday evenings and Saturdays

JOB SUMMARY: The Resource Family Trainer provides training and support to Resource Families, which includes foster parents, kinship caregivers, and non-relative family member (NRFM) caregivers. This includes pre-service training to prospective Resource Families, in-service training and support groups to current Resource Families, as well as special events and workshops. Classes are held via video conferencing platforms and/or on-site at our Santa Rosa campus.

ESSENTIAL FUNCTIONS:

- Provide regular pre-service training (Modules 1-6) to prospective Resource Families in a classroom setting using the County's pre designed curriculum.
- Provide quarterly in-Service training as well as monthly support groups to current Resource Families.
- Provide a one-day conference for Resource Families and coordinate subject matter experts as trainers.
- Provide individual sessions as needed to the families with barriers to attend the training.
- Develop knowledge about community resources.
- Attend annual Train the Trainer sessions.

KNOWLEDGE, SKILLS AND EXPERIENCE:

- Education: Must have completed graduate training in Marriage and Family Therapy, Clinical Social Work, Clinical Psychology or another related field.
- Experience in developing and presenting training materials.
- Experience in cases involving children and families related to the child welfare system.
- Ability to collaborate with staff in a manner that is flexible and supportive yet ensures accountability.



- Communications: express ideas clearly, concisely and effectively, both verbally and in writing. Practice effective listening skills. Positively represent CPI to clients, employees, and other community providers.
- Knowledge and experience in working with diverse populations, utilizing culturally competent, strength-based strategies.
- Knowledge/experience with domestic violence; parenting issues, child development and family resources.
- Strong time management and organization skills.
- Basic computer skills including Microsoft Office suite, Google Drive, Zoom, etc.
- Spanish/English bilingual preferred.

PHYSICAL REQUIREMENTS:

- Ability to lift 25 lbs (supplies)
- Prolonged sitting and working on a computer and telephone.

NOTICE: This job description is provided as a general summary of common job duties performed by individuals assigned this job title. It is not all-inclusive, nor is it intended to create a contract, written or implied, between employees and Child Parent Institute, nor does it in any way alter the at-will employment relationship that exists between employees and Child Parent Institute. As a condition of employment, all agency employees are expected to perform job duties assigned by agency management even when such duties are not included in their job description. CPI is an equal opportunity employer.