



## **Hudson Valley Program Director**

### **Adoption and Guardianship Assistance Program for Everyone (AGAPE)**

**New Paltz | Full-Time**

**About the Coalition:** The Adoptive and Foster Family Coalition is a small, vibrant not-for-profit organization that serves as the state's foster and adoptive family association. The Coalition's mission is to unite foster, adoptive and kinship care families, giving them a voice and providing support, information and advocacy. By fostering communication and collaboration between families, agencies and concerned citizens, we seek to ensure the stability, well-being and permanency of all children touched by the child welfare system. The organization is headquartered in New Paltz, with offices in Amityville and Ithaca, as well as a small satellite office in Pomona.

**Position Description:** AGAPE is designed to be responsive to the needs of adoptive and guardianship families. The program is family-centered and directed and offers a blend of services including case management, advocacy, training, crisis management, support services and youth programming. AGAPE serves a total of nineteen counties in three distinct regions. The Hudson Valley region encompasses Columbia, Delaware, Dutchess, Greene, Orange, Putnam, Sullivan and Ulster Counties.

The AGAPE Hudson Valley Director works in partnership with AGAPE regional directors in Central New York and on Long Island, participating in weekly video meetings and other collaborative, program-wide activities. The AGAPE Hudson Valley Director trains, coaches and supervises two Family Support Specialists and reports to the Executive Director with mentoring support from the Lead AGAPE Director. The position is based in New Paltz and is a full-time position that requires evening and weekend hours as needed to serve adoptive and guardianship families, parents and youth.

#### **Duties and Responsibilities:**

In collaboration with other AGAPE Regional Directors:

- Revise and make continuous improvement to structure and workplan for program
- Review and select curricula, assessment tools and evaluation materials
- Ensure uniform intake, case management and service provision protocols across all regions of AGAPE service delivery.
- Development of programs, trainings and events for both regional and program-wide implementation.

In addition:

- Foster an atmosphere of support and empowerment for staff and clients.
- Network and develop partnerships with regional service providers, including local departments of social services, schools, parent groups, voluntary agencies and collateral service providers.

- Build the Coalition's network of service providers.
- Serve as the key spokesperson for the program regionally. Promote the program and conduct promotion and outreach in collaboration with other relevant Coalition staff.
- As needed, provide short-term in-office or at-home counseling to families.
- As needed, provide case consultation and direction.
- Cultivate parent leadership in the region, including identifying candidates to act as parent group leaders and/or serve of the Coalition's Advisory Committee.
- With the assistance of other staff and parent leadership, develop new parent support groups.
- With the assistance of Family Support Specialists and other staff, develop and present training, educational and social activities for families, parents and youth.
- Design and deliver trainings.
- Participate in the organization's annual New York State Foster Care and Adoption Conference.
- Hire, orient, train, coach and supervise and develop regional staff.
- Select contractors to deliver staff and client training.
- Screen and supervise interns.
- Represent the Coalition at meetings, conferences, etc. as requested.
- Other duties as assigned.

**Qualifications:** Experience with foster care, adoption and/or kinship care is required. Demonstrated success in working with adoptive and guardianship families preferred. Adoptive parents, relative caregivers, foster parents, birth parents, adoptees and foster or kinship care alums are strongly encouraged to apply. Candidates with knowledge of the regional social service and educational community will be especially well prepared for this position. Candidates must have, at minimum, a bachelor of social work with at least four years of relevant experience. We

Candidates must have experience with staff coaching and supervision and have values that align with the Coalition's focus on supporting and empowering families, parents and children. A positive, entrepreneurial, team-focused approach to work is essential. Commitment to the organization's mission, goals and standards required. Sound judgment, good interpersonal skills and the ability to both work autonomously and in collaboration with others essential.

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**Compensation:** Low to Mid \$50s plus health, dental, vision and life insurance. Coverage for the employee fully paid by the Coalition. Employer-supported Simple IRA plan. Four weeks paid time off per annum plus twelve paid holidays.

**To apply:** Submit resume and cover letter explaining interest in and experience related to position to Lisa Alvarez, at [lisa@affcn.org](mailto:lisa@affcn.org) or 108 Main Street, Suite 5, New Paltz, NY 12561 by 5/15/19.