

FOSTER CARE ADVOCATE

Department: Programs

FLSA Status: Non-exempt

Reports to: Director of Advocacy

Position(s) Supervised: N/A

Location: Great Falls, Montana

WHO WE ARE

The Crisis: The truth is there are not enough equipped families to care for Montana's most vulnerable children who enter the foster care system due to abuse and neglect.

The Solution: Whether a child's need is a few days, a few months, or forever **our vision is a family for every child.** We raise up bold and passionate Christians to do the hard work of caring for these children in our communities. **Our mission is to find and equip families for children who have suffered abuse and neglect.**

Organizational Values:

Hopeful in Vision. (*2 Corinthians 4:18*)

We fix our eyes on what is unseen, both the children and the future God has for them. We live by His promises, believing in a day when families wait for children, not the other way around. Compelled by what can be, we pursue innovative, Spirit-led ways to advance the mission.

Fearless in Action. (*Joshua 1:9*)

We step into hard and uncertain places with boldness, not because of our strength, but because of the Spirit within us. Our courage is forged in surrender and refined through obedience. We move beyond comfort and control, trusting God to work through us.

Relentless in Pursuit. (*1 Corinthians 15:58*)

We are unyielding and urgent in our efforts. Compelled by love and the weight of the mission, we press forward with unwavering resolve, trusting that every step matters. We will not stop until every child is seen, known, and welcomed into a loving family.

Joyful in Spirit. (*Isaiah 55:12*)

As ambassadors of Christ, we go out in joy, knowing our path is marked by light. The work is not easy, but He is with us. Our joy is a deliberate act of obedience, rooted in who Christ is and what He has done. Defined by the One who dwells within us, our presence is nimble and free.

THE ROLE

A Foster Care Advocate is responsible for increasing the number of licensed foster families in their area of responsibility. A Foster Care Advocate engages hearts to the mission by asking people to step forward in their scriptural obedience to care for the orphan. An advocate also empowers families with the foundational training and resources needed to care for a child who has suffered abuse and neglect.

THE DAY TO DAY

Your essential duties and responsibilities:

Foster Family Recruiting

- Deeply understand the Child Bridge faith-based mission of caring for the orphan.
- Execute an annual plan to recruit new foster families in assigned area of responsibility.
- Deliver clear and effective recruiting presentations in small and large group settings.
- Disciple families through the scriptural obedience of caring for the orphan through fostering and coach them through the licensing process on towards placement.
- Host and present training curriculum to families both in-person and virtually.

Partnership Development & Management

- Engage with local churches through cultivating relationships with pastors and church leaders, as the Church is the primary platform to engage people to the mission.
- Cultivate relationships with local foster licensing entities for smooth and effective introductions of families.

Operational Support

- As needed, write recruiting content for a variety of mediums including but not limited to blog posts, videos, etc.
- Maintain accurate recruiting records with families, churches, and other partners.
- Provide and complete requests from teammates in a timely manner.
- Regularly participate in team prayer and spiritual formation classes.
- Inspire a working environment that passionately lives out the mission, vision, and values of Child Bridge.

Work Environment

- The normal work environment is an office environment with meetings offsite in conference areas, coffee shops, and/or other public spaces. Other working environments may include parks, event centers, and other family-oriented meeting spaces. Due to the nature of these spaces, weather and temperature may vary. Churches are a regular working environment space for recruiting and coaching efforts.
- Noise level in the work environment is moderate.
- The work schedule varies based on the needs of the organization and will have weekend and evening work.
- Regular travel within region of responsibility.
- Travel to other regional office sites, team gathering locations, and event sites on an as needed basis.

To perform this job successfully, an individual must demonstrate capacity or potential to perform each essential duty with excellence. The above statements reflect the general details necessary to describe the major functions of this position and are not intended to be a detailed description of all the work/functions that may be required. Other duties may be assigned. The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job.

TO BE SUCCESSFUL

Your knowledge, skills, and abilities:

- **Biblical call to fostering:** You are deeply familiar with Scripture that shows God's father heart for the orphan, alien, outcast, and those on the margins of society and can communicate this to a wide variety of audiences.
- **Discipleship:** You have the skill and ability to lead others through a life-changing decision, guiding them to take the next right step(s).
- **Knowledge of child welfare and/or the foster care system:** You understand the complexities of child welfare systems.
- **Knowledge of trauma:** You have an understanding of trauma and how it affects development and behaviors in children.
- **Goal-oriented:** You have high regard for accountability, impact outcomes, and performance measures.
- **Confident public speaker:** You can deliver compelling and emotionally engaging messages that lead people to action.
- **Creative problem solver:** You can proactively find solutions to challenges.
- **Sound perception in conversations, observation, judgment, and decision making:** You know how to listen both to the said and unsaid, you know how to ask questions to gather more information, and you know how to take the next right step.
- **Warm and relational verbal, written, and interpersonal communication skills:** You can connect with a variety of people in a range of settings such as small gatherings, large groups, individual meetings, virtual meetings, over the phone, etc.
- **Receptive to feedback:** You value constructive feedback and seek opportunities to improve your work.
- **Adaptability:** You can work in a fast-paced, dynamic environment and can quickly pivot your workflow respond to the needs of the mission.
- **Collaboration:** You enjoy fostering teamwork and partnerships.
- **Highly efficient in time management:** You are self-disciplined and forward-thinking, providing deliverables in a quality and timely manner.
- **Confidentiality:** You can maintain confidentiality under a wide range of circumstances, with a wide array of information.
- **Active learner:** You are willing to collaborate with others and embrace new ideas. You enjoy growing in knowledge and skill along the journey.
- **Proficient in Microsoft office suite:** We use it all; Outlook, Word, Excel, PowerPoint, Teams, OneDrive, SharePoint.
- **Capable of working with a variety of technology:** We use Customer Relationship Management systems, video conferencing, cloud-based applications, Apple products, etc.

Your education, certification, experience and/or other requirements:

- Bachelor's degree in business or communications.
- A minimum of 3 years of experience in non-profit or business work. Equivalent education and experience will be considered.
- At least 3 years of experience outreach/recruiting activities.
- Previous work in the child welfare industry is desired.
- Due to the relational nature of this role, preference will be given to a candidate who can commit to a minimum of two years.

- Must have a valid driver's license, active and up to date liability coverage, and a dependable vehicle.

Physical Demands

- 1/3 of the time be able to: climb or balance; stoop, kneel, crouch or crawl; lift up to 50 pounds; push or pull up to 25 pounds.
- 3/4 of the time be able to: stand; sit; walk; use close vision (20 inches or less) for computer work; reach with hands and arms.
- 3/4 of the time be able to: consistently use hands; talk and hear.

The above is representative of the faith, values, knowledge, skills, abilities, education, experience, physical demands and other requirements an employee needs while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

APPLICATION PROCESS

To apply for the Foster Care Advocate position, email a cover letter, resume, and three professional references to careers@childbridgemontana.org. In your cover letter, please detail your interest in our mission and how you see yourself making an impact in this role.

Subject to the Constitution of the United States and all applicable state and federal laws, Child Bridge does not discriminate in its employment practices or in the administration and dissemination of its programs and services. We are dedicated to having an inclusive environment. We provide reasonable accommodations for applicants with disabilities to ensure equal access to the hiring process. If you need assistance, please contact Human Resources via careers@childbridgemontana.org.