



POSITION: COR Parent (Caregivers Outreach & Resource Parent)
SALARY: \$20.00 per hour

Purpose of Position

The COR Parent (Caregivers Outreach & Resource Parent) is a contract employee with the Michigan Department of Health and Human Services working in Macomb County alongside Spaulding for Children on the KINDER-CARES grant. The COR Parent will be responsible for providing peer to peer mentorship to licensed foster families and unlicensed relative caregivers to enhance the caregiver's understanding on how to effectively build a partnership with the parent of the child placed in their home. They will ensure Kinship Caregivers are offered support as they work the case plan, specifically targeting helping the caregiver support the parent as they work on the parent agency agreement. They will create and maintain positive and professional relationships with community partners and resources and work to expand the Caregiver support system developing opportunities to connect with other families

Organizational relationship

Reporting to the Project Coordinator, the COR Parent will play a key role in overseeing all aspects of the program, working collaboratively with Spaulding staff and MDHHS Macomb County partners to support project goals and objectives.

Principle Responsibilities

- Attend any assigned initial and 30 day TDM/FTM
- Provide comfort calls and coaching to caregivers and parents when necessary
- Meet with the kinship caregivers at times and places and in ways that were convenient to the caregivers
- Maintain a flexible work schedule to meet resource parents in the evenings and occasional weekends
- Assist the caregivers with the following activities as need:
 - a) School registration
 - b) Enrolling in community programs
 - c) Applying for needed resources
 - d) Scheduling medical and dental appointments
 - e) Any other tasks related to successful outcomes for the case
- Assist with identifying and responding to any issues, concerns, or needs identified by the caregiver (using the 5902)
- Contact caregivers who have asked for a child to be moved from their home to determine if any supports could be put in place to maintain the placement
- Identify potential respite resources and assist caregivers in connecting with those resources if the need arises
- Contact families who have closed their foster home license to determine the reasons for closure.
- Answer and respond to phone calls from referred caregivers in need of support.

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- Send the MDHHS developed satisfaction surveys to all caregivers once the mentor has finished providing services
- Submit a monthly report with the elements identified in the Reporting Requirements to the Macomb County MDHHS supervisor and the MDHHS Central Office contract administrator
- Participate in trainings or meetings as requested by MDHHS
- Regularly teach one or more training classes for Caregivers
- Facilitate support groups as necessary and assigned
- Attend project, community partner and outreach events as scheduled
- Help support through and manage crisis
- Help Caregivers manage complex kinship family relationships
- Work with Caregiver to maximize connections to kinship network

Qualifications

- Licensed foster parent in Macomb county
- Ability to maintain a flexible schedule
- Ability to manage phone calls, emails, community meetings, caregiver group meetings, and scheduled follow-ups
- Strong understanding of all Macomb resources available to kinship families
- Ability to assess family's needs and use the WeShare process
- Ability to maintain detailed records by creating case notes, logging events and processes