

Coordinated Family Support (CFS)

We offer tailored CFS services to individuals and families in the ELARC and SCLARC catchment area. CFS is delivered in the family home and in the community. A CFS professional will support the individual in his/her choice to remain in the family home by closing service gaps that may jeopardize the continuity in the desired living arrangement. CFS professionals will enhance family dynamics via dedicated linkage, facilitation, coordination, and navigation to services that improve the function of the home. Support services include individual and family education and training tailored to each person's needs. We are looking for dedicated staff who is ready to access, navigate, coordinate, support, train, and educate our individuals and families to promote enhanced family interactions that empower all members of the home. CFS services are delivered with cultural and linguistic competence with person-centered and family-centered applications.

QUALIFICATIONS:

- A minimum of Associates-level degree in a human services field of study or 3 years of experience in the developmental disabilities service system.
- Be at least 18 years of age at the time of application.
- Valid CA Driver's License
- **Personal Vehicle with valid registration and insurance.**
- Driving record clearance (in good standing).
- Department of Justice background clearance.
- Current TB clearance.
- Covid-19 Vaccinations + Booster.
- Valid First Aid & CPR certification.
- Ability to lift a minimum of 25 pounds.

BENEFITS:

- \$200 Signing bonus; upon completion of the 90-day probational period
- Monthly Cellphone Stipend
- Reimbursement for Adult CPR/First Aid & TB (Must be completed within 3 days of hire and not to exceed a combined total of \$150)
- Flexible schedule
- Vacation Time
- Employee Referral Program
- Mileage Reimbursement

JOB DUTIES AND RESPONSIBILITIES:

- Close service gaps for adult individuals with Intellectual/Developmental abilities who live in the family home.
- Educate, access, and support families in seeking Social Security Income, DPSS benefits, Mental Health services, limited conservatorship and other related benefits and processes.
- Provide transportation to community agencies and programs to achieve goals and objectives identified in the CFS Action Plan.
- Provide training and education to the family on the diagnosis of the individual for improved relationships in the home.
- Prepare teaching material for functional skills training and support for the individual and family, as needed.

- Provide training in household management, relationships, career development, self-care, and self-advocacy.
- Translate information and materials in the family's preferred language and learning style.
- Use evidence-based approaches for enhanced service outcomes.
- Identify community resources, linkages, and programs available for individuals and families.
- Coordinate and follow up with service providers for complete service linkage and benefits.
- Provide education and training in self-care to improve the general wellness of members in the home.
- Provide linkage to local support groups for individuals and families.
- Provide futures planning training and education to promote informed decision-making.
- Follow and understand reporting procedures and protocols as a mandated reporter.
- Monitor and modify training to meet the individual's learning style.
- Provide training that is flexible and adaptable to the needs of each person.
- Complete CFS notes for each home visit and identify target needs, progress, barriers, and outcomes.
- Complete monthly staff trainings.
- Other duties and supports as assigned.