

**Child and Family Charities**  
**Job Posting – Full Time**  
**Child Welfare**  
**Kinship Family Advocate**

**Position Summary:**

Kinship Family Advocates will work in collaboration with the Michigan State University School of Social Work Kinship Care Resource Center (KCRC) to implement an Enhanced Kinship Navigator service model for kinship caregivers in two of eight Michigan counties. This is a multi-organization partnership referred to as MichiKIN. The primary functions of this role include providing high level direct services to kinship caregivers, participating in continuous quality improvement activities, and engaging in community outreach and education.

**Qualifications**

- Masters in social work (MSW) with a minimum of one-year post-master's degree experience. Licensed Master's in social work (LMSW) preferred.
- Must have practice experience using a strength based approach assessing individuals/families
- Knowledge of the child welfare system
- Computer skills sufficient to learn project-specific software for data entry as well as all case note entry and follow-up
- Bilingual, Fluent in English and Spanish or Arabic or Chinese (Mandarin), or American Sign Language desired
- Must have a valid Michigan driver's license and ability to travel to perform in-home and related family-centered meetings

**Responsibilities**

- Conduct caregiver visits, collect documentation, and develop a strengths-based, culturally responsive, and family-entered written assessment and plan or service
- Provide culturally aligned support and guidance to kinship families to navigate various systems (child welfare, education, health) relevant to caregiver goals
- Evaluates and assesses current and immediate needs of kinship caregivers relating to families' goals and needs on an ongoing basis
- Collect data on kinship caregiver goal progress over time to determine whether desired outcomes are met
- Broker the connection of individuals/families with goods, services and supports;
- Write and submit research-based educational materials and articles for KCRC distribution.
- Assist in distribution of emergency funding
- Complete and maintain written documentation about case activity accurately, within established time frames and following policy and procedures.
- Participate in county specific events and collaboratives for outreach, public education, and to support kinship families.
- Support the kinship navigation intervention activities performed through call center as needed.

**Work hours:** 37.5 hrs. weekly. Travel throughout Ingham and Eaton Counties as well as surrounding areas for local events

**Submit cover letter and resume to:**

Liz Gonzalez, Director of Administration  
[liz@childandfamily.org](mailto:liz@childandfamily.org)

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