



Looking for a career where you can make a difference in the lives of children and families? The Kinship Home Developer/Navigator at Arms Wide Adoption Services is the job for you!

Arms Wide Adoption Services is a child and family serving organization with a 45-year history that is deeply committed to transforming the lives of children in need of safe and nurturing permanent families in Houston and South Texas.

**Role Overview:** The Kinship Home Developer/Navigator is primarily responsible for supporting kinship and fictive kin applicants through the foster care verification process. This role provides hands-on, person-centered support to prospective foster kinship families through all phases of the verification process. This role serves as the primary point of contact for kinship verification inquiries, providing individualized compliance support throughout the verification process. The Kinship Home Developer/Navigator acts as the voice of kinship families by providing input to the Foster Care Adoption Team meetings and planning sessions about programmatic improvements and support opportunities specific to kinship families. This role engages with internal, state, local, and community committees to remain abreast of issues and statistics affecting kinship foster caregiver applicants and programming as approved by Supervisor/Director. The Kinship Home Developer also acts as the lead for sourcing contacts and connections to respond to Provides information and referrals specific to Kinship/Fictive Kin caregivers.

Arms Wide is looking for someone who is:

- Organized
- Self-Motivated to support children and families
- Energetic
- Team player with optimistic outlook
- Trauma informed
- Ability to motivate teams

**Experience/Skills Required**

- Bachelor's degree, preferably in related Human Services field
- Experience in Child Welfare Resource Family Recruitment
- Experience in facilitating training sessions
- Strong ability to plan for and manage multiple projects and staff
- Engage in network and relationship building as the department strategy dictates.

**Experience/Skills Preferred**

- Experience in case management, crisis intervention, or child welfare.
- Experience with Trust Based Relational Intervention
- Experience in an approved method of emergency behavior intervention
- 2 years child placing experience
- Experience with Curriculum



Travel Required

- Reliable transportation required. Mileage reimbursed.

Our Benefit Package Includes

- Medical, dental and vision plans for employee and eligible dependents
- 401k retirement plan with match
- Paid life insurance
- Generous vacation (paid time off) plan
- paid holidays each year (10 days)
- 2 paid "Employee Choice" days each year
- Convenient central location with free parking
- Employee Assistance Program
- Employee Discount (Perks) Program

Programs, resources and benefit eligibility vary based on scheduled hours worked and length of service at Arms Wide Adoption Services.

Arms Wide is an equal opportunity employer.

Arms Wide is committed to selecting and employing the best and most qualified person available for each job opening without unlawful discrimination of any kind. Additionally, Arms Wide is committed to providing a work environment free of discrimination and harassment on the basis of race, color, sex (including pregnancy, sexual orientation and gender identity), marital or parental status, veteran status, religion, national origin, age, disability, family medical history, genetic information, or political affiliation.

For more information about Arms Wide Adoption Services, please visit our website at Homepage ★ Arms Wide Texas Adoption Services ([armswideadoption.org](http://armswideadoption.org))

To apply, please send your cover letter and resume to [careers@armswide.org](mailto:careers@armswide.org)