



FOSTER CARE & ADOPTION SERVICES INTERNSHIP

Apply by emailing your cover letter and resume to [Bambi Schrader at bschrader@yss.org](mailto:bschrader@yss.org)

Program Description:

YSS provides both foster care and adoption services. Our foster care program offers a full range of support services to aid foster parents in their very demanding jobs. The Department of Human Services furnishes monthly payments to cover the child's basic needs, including medical and dental services. Before and during their term, foster parents receive consultation, supervision, and assistance.

Location:

Family Life Center, 125 S. 3rd Street, Ames, IA 50010

Job Duties:

- Assist Specialist in day-to-day duties and responsibilities including database entry, copying, and file management
- Distribute foster home recruitment materials and help plan and facilitate recruitment events
- Call references for foster care/adoption applicants and conduct relative reference reviews
- Attend adoption finalizations
- Interact in home visit discussions and report on observations, as necessary
- Attend TIPS-MAPP training classes to help observe and report on potential foster/adoptive families strengths and areas of need
- All other duties as assigned

Qualifications/Preferred Experience:

- Flexible schedule – willingness to go on appointments with FC/Adoption Staff in the evenings and weekends as much as possible
- Ability to work independently and take initiative
- Excellent verbal and written communication skills
- Ability to demonstrate and make well-reasoned decisions based on careful, objective review of available considerations and factors

Training & Supervision:

- Must attend an orientation to cover YSS policies regarding confidentiality, drug-free work environment, and mandatory child abuse reporting
- Will be invited to attend any YSS all staff trainings that are available during your time with us

Time Commitment/Requirements:

- Minimum of 15-20 hours per week.
- Individual must have access to reliable transportation
- Must report hours to Volunteer Coordinator weekly

YSS provides hope and opportunity by putting kids first. Learn more at yss.org.