

Position Title: Family Policy Advisor STATUS: Full-time (35 hours) salaried		
Location/Affiliate:		
Region 1- Buffalo NY	Region 4 - Albany NY	Region 7-Long Island part time
Region 3- Syracuse NY	Region 6 - New York City	Region 8-Native American - (LI or Buffalo)
Purpose: Families Together in New York State (FTNYS) in partnership with the New York State Office of Children and Family Services (OCFS) is seeking to employ Policy Family Advisors at the state level to assist OCFS in developing policies and procedures that promote the voice of parents throughout the child welfare system.		

Qualifications: Policy Advisors are parents that have navigated the child welfare system

- Must have experience accessing and using services in the child welfare system
- Prefer current credentialed advocate or meet criteria to become a credentialed
- Must be able to travel throughout state/region; some overnight travel required
- Develop and provide presentations
- Ability to work in- person at the regional office
- Facilitate focus groups, meetings, and conferences; virtually and in- person
- Partner with Local Department of Social services (LDSS) to support the Family Peer Advocate workforce

Family Policy Advisors will:

- Assist with case reviews and constituent complaint investigations
- Participate in learning collaboratives to solicit feedback to shape the OCFS’s policy agenda

Essential Job Functions:

The major duties of the job constitute the fundamental tasks and/or responsibilities of the position. Employees must be able to perform the following essential functions:

- Advise & advocate in matters of policy, and education to all family, child/ youth service systems
- Increase parent/caregiver involvement across the child welfare system
- Provide agency technical assistance
- Partner with regional Policy Advisors from other child serving agencies
- Engage in training, development, and empowerment of future family leader

Knowledge/Skills/Experience:

- Independently motivated; excellent project coordination and organization skills;
- Experience with advocacy & excellent written, verbal, and communication skills
- Ability to engage with small and large diverse groups of people
- Experience with various software packages: Microsoft Office Suite, meeting software

Salary Range 55,000 - 63,000

Application Instructions: Applicants should send a resume and detailed cover letter to employment@ftnys.org