



"Building strong, healthy, self-sufficient families since 1992"

[www.familysupportctr.org](http://www.familysupportctr.org)

108 State Avenue • Downtown Olympia • Corner of State and Capitol Way  
PO Box 784, Olympia, WA 98507-0784 • (360) 754-9297 • Fax (360) 528-2004

**POSITION TITLE:** Visit Supervisor  
**REPORTS TO:** Program Director  
**SALARY RANGE:** \$10 per hour  
**HOURS:** Part time less than 20 hours per week  
**CLOSE DATE:** May 20, 2011

#### **REQUIRED SKILLS AND EXPERIENCE**

- Education: AT LEAST 20 hours (total) of training in one or more of the following areas: child development, abuse and neglect, substance abuse, family dynamics, conflict resolution, PRIDE training, psychology, behaviorally based documentation or related topics.
- Experience: A minimum of 1 year of experience working directly with children in a supervisory capacity.
- Skills: Ability to observe and document observations in an unbiased, behaviorally based manner.
- Transportation: Must have insured personal vehicle and be willing to travel locally

#### **PREFERRED SKILLS AND EXPERIENCE**

- Technology: Computer literacy; Proficiency in the use of Microsoft office programs
- Experience working with children affected by abuse and or neglect
- Experience working with diverse populations
- Bachelor's degree in social service related field

#### **LISENCES AND OTHER REQUIREMENTS**

- Washington State Drivers License
- Reliable vehicle appropriate for transporting children
- Fully insurable driving record
- Automobile insurance
- Ability to pass a comprehensive background check
- First Aid/CPR certification or willingness to obtain within 30 days of employment

#### **PRIMARY RESPONSIBILITIES**

The Visit Supervisor will:

- Transport foster children to and from visits with their biological parents
- Provide 100% supervision (remain within sight and sound at all times)
- Intervene to ensure the safety of the child
- Document the parent/child interactions in a behaviorally based way and submit within 5 days of visitation.
- Testify in court if subpoenaed

**To be considered for this position, please submit a professional resume, cover letter, and three professional  
Submit documents to: Patty Gregory, Program Director**

**Email:** [PattyG@fscss.org](mailto:PattyG@fscss.org) (email is the preferred means of submission)

**Mail:** P.O. Box 784, Olympia WA 98507-0784

**or FAX** (360) 528-2004

**"working together to strengthen all families"**

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