

POSITION DESCRIPTION

Volunteer Board Member Citizens' Foster Care Review Board Program

Duties and Responsibilities

Foster Care Review Board volunteers review selected cases of children in foster care to determine the extent to which the family division of circuit court and Department of Human Services (DHS) or their contracted agencies are fulfilling their state and federal mandate of ensuring the safety, timely permanency and well being of children and families served by our state foster care system. Each review board is composed of 6-7 citizen volunteers, including a chairperson and vice-chairperson.

Reviews are conducted in a two-stage process: reading written case materials and surveys, and interviewing interested parties to the case. The reviews are conducted at the local DHS office.

Each board is expected to arrive at a decision regarding relevant case findings and recommendations for each case through the process of group consensus. The method for conducting reviews is prescribed in the FCRB Program Manual. Program staff are available as resource persons at each review.

Written findings and recommendations from each case reviewed are produced by program staff. The recommendations are made to the family division of circuit court and the Department of Human Services/private agencies, and are advisory only.

Volunteers must be willing and able (with related training) to:

1. Read and comprehend various types of written case material; e.g., case narratives, psychological reports, etc.; to obtain required information.
2. Interview people from a variety of backgrounds.
3. Work constructively within a group process.
4. Attend the regularly scheduled review meeting one day each month on a weekday between 8:30 am and 5:00 pm.
5. Attend trainings scheduled in November and May for educational purposes.
6. Volunteers will be asked to participate in advocacy activities as their time and interest permit.

Qualifications

Citizen volunteers shall have demonstrated an interest in children and their welfare through: being parents or guardians of children; community service; professional experience in child care or possession of a background or degree in social work, sociology, psychology, education, medicine, theology, law or a related human services field.

Review board members cannot be employees of juvenile court, the Department of Human Services, or any agency involved in the delivery of foster care services. Citizen volunteers must reside within the county of their local board.

Other

Volunteers selected are appointed to a three year term. Service on the board is always at the discretion of the board's Program Representative.

Volunteers with the Foster Care Review Board Program are reimbursed for expenses, such as parking, mileage, and luncheon costs, incurred in performing the duties related to conducting case reviews.