

## **KOREAN SPEAKING FOSTER FAMILY INITIATIVE PROJECT MANAGER (PART-TIME OR FULL-TIME)**

**JOB DESCRIPTION:** Korean American Family Services (KFAM) is a non-profit organization specializing in mental health, family intervention, and social services to Korean immigrant families. KFAM is seeking a Project Manager for a new Korean Foster Family Initiative. This person will help raise awareness and recruit Korean Americans to become licensed foster parents in order to take in foster children in LA County.

***Individual must speak Korean proficiently.***

### **JOB REQUIREMENTS:**

- Work with Outreach Coordinator and TV media to develop 30-second Korean TV Public Service Announcement.
- Help develop media campaign and outreach strategies in order to raise awareness on foster children and the need for licensed foster parents in the Korean community.
- Outreach with Korean churches, non-profits and other community centers to raise interest in becoming foster parents and identify potential foster parents.
- Coordinate information sessions at churches, community centers, and other Korean American venues to inform participants on how to become foster parents.
- Work with Korean media for press conference, interviews, news articles to raise awareness on the project and the need for Korean foster families.
- Answer Korean hotline calls and share information on how to become licensed foster parents.
- Assist Korean prospective foster parents in getting licensed by LA County Department of Children and Family Services (DCFS) or private foster family agencies.
- Work closely with DCFS to get information on the licensing process and help refer Korean Americans to them for licensure.

### **QUALIFICATIONS:**

- Bachelor's degree.
- ***Must speak Korean proficiently.***
- Strong ties to Korean community and/or experience working with Korean immigrant populations a plus.
- Experience in foster care, adoptions, child welfare, or DCFS a plus.
- Experience with media, community outreach, or public awareness a plus.
- Ability to work in flexible working environment.
- Must work some evenings and weekends.
- Well-organized, self-directed, highly-motivated, and hard-working.
- Strong verbal and written communication skills.
- Must have driver's license.

### **BENEFITS:**

- Salary commensurate with experience, plus medical and dental benefits.
- Flexible schedule and potential for part-time or full-time employment (30-40 hours per week).

Please email your **resume, a cover letter, AND 2-3 references** to:  
Connie Chung Joe [cchungjoe@kfamla.org](mailto:cchungjoe@kfamla.org) (no phone calls please)