



Title: Kinnect to Family Branch Specialist

Reports to: Kinnect to Family Coach

Job Location: Central/Greater Columbus Area – Serving Madison, Coshocton, and Perry Counties. Position is hybrid, with expectations to work at the Cleveland office or other locations, as requested

Benefits: Medical, Dental, Vision and Retirement, Paid Time Off, Holidays

Date Posted: June 2025

To Apply: Internal candidates will contact Diane McNally at diane@dmcnallyconsulting.com.

External candidates will contact Kaylee Chavez from Scion Staffing by email at kaylee@scionstaffing.com

Overview of Kinnect:

Kinnect is an Ohio-based non-profit organization dedicated to developing KinFirst strategies and delivering programs that build and strengthen kinship connections and inclusive support networks for families, young people, and children. With a vision to ensure young people and families have a sense of belonging, the essential resources, and relationships to thrive, Kinnect has been partnering with families, public agencies, and private providers for almost 20 years. Through collaborative efforts, Kinnect aims to improve permanency outcomes, build networks of support, and create innovative strategies that align with a KinFirst culture mindset and approach. Building a KinFirst culture requires equitable investments, training, coaching, policy, practices, and partnerships that prioritize family and kin and support stability, culture, and community. Kinnect is proud to be a nationally recognized leader and pioneer in the field, which led to the development of KinnectU, a training, consulting, and replication branch of Kinnect, to provide these services to all child- and family-serving organizations. Kinnect delivers programs and services across the state of Ohio, and through KinnectU has been providing training and consulting services nationally. Our programs include the Ohio Kinship and Adoption Navigator (OhioKAN), Kinnect to Family (KTF), Youth Centered Permanency Roundtables (YCPRT), and Youth Navigator Network (YNN). Our Search, Explore, Engage, Kinnect (SEEK) training is offered throughout Ohio and other states, and we have a series of trainings as part of our Safe Affirmed Youth (S.A.Y) priorities that include Family Finding strategies for youth who identify as LGBTQ+. Kinnect is grateful to receive support from a variety of sources, including contracts with government entities, partnerships with nonprofits, generous grants, and invaluable donations from foundations and private donors.

Overview of the Kinnect to Family Program:

Kinnect to Family is a specialized, intense, family search and engagement program that was developed by and is exclusively owned and operated by Kinnect since 2017. Diligent search strategies are used to identify a vast array of connections for children and families encountering child welfare. We empower kinship caregivers and wrap them in stabilizing supports using relentless effort, focus and determination. As with all Kinnect programs, we embrace family to be defined as biological, adoptive, foster and all other kin and persons who have meaningful relationships with the family of origin; such as neighbors, coaches, and lifelong friends. We believe all children have caring and

capable extended families that are willing to help raise their kin when needed. With the right tools and engagement, families can be united together to support one another through kinship care.

Position Summary

The Kinnect to Family Branch Specialist is a full-time position dedicated to the service of children and families referred to Kinnect to Family. The Kinnect to Family Program is a specialized short-term intervention that utilizes the strategies of diligent searching and relentless engagement to identify potential connections, supports, and kinship placement options for children in foster care or a congregate care setting. The Specialist works under the direction, technical assistance, coaching, and training from their KTF Coach. Goals for the specialist include increasing connections for young people served, identifying potential kinship caregivers, and creating a robust support plan (Roadmap to Family). All practice strategies are tied to the belief that all children have family, all family have value, and all children deserve to be connected to their culture, their community, and their family.

Essential Functions:

- Collaborates with the family and professional team members to identify and connect young people to kin
- Intentionally engages and explores permanency with youth
- Collects and researches information from relatives/kin to expand the child's support system and family connections, while identifying potential kinship caregivers
- Identify and engage family/kin for each child through Family Finding search activities, including: internet & database searches, file reviews and through both phone and in person child & family interviews.
- Conduct home and placement visits to engage youth and family, and assess the viability of perspective supports and caregivers
- Facilitate communication with the team and provide the referring agencies with accurate family documentation, including genograms, family contact information, and identified kin supports.
- Attend or facilitate in person and virtual meetings and court hearings, advocating for relative/kin placement.
- Assist in preparing the family for licensure by explaining the licensing process and assisting with home licensing requirements.
- Provides monthly in person site visits touch points to participate in implementation support including relationship building, collaborative planning, trainings, and decision making
- Maintain accurate files and records for each family served.

Education/Qualification:

- Bachelor's Degree required; Social Services or related field, preferred.
- Demonstrated experience working with interdisciplinary teams utilizing innovative strategies to overcome obstacles.
- Direct experience in the child welfare field with a basic knowledge of foster care and adoption, preferred
- Understanding of, or ability to learn, Genopro (family tree/genogram software program)
- Ability to use customer service initiatives to work with partner agencies
- Basic knowledge of Microsoft Office programs
- Possess a valid driver's license and dependable transportation

Role Competencies:

- **Communicate Effectively:** Develop and deliver communications using various methods that conveys a clear understanding of the unique needs of the different audiences we communicate with.
- **Critical Thinking for Managing Complexity:** Making sense of complex, high quantity and sometimes contradictory information to effectively solve problems.

Kinnect's Guiding Principles:

- **Partnership:** Bringing our collective experience and skillsets to relationships that support our connectedness and achievement of our mission.
- **Inclusion, Diversity, Equity and Access (IDEA):** As a learning organization, we pledge to ongoing and sustained work in diversity, equity, inclusion and accessibility through collaboration with families, communities, Kinnect team members and our partners.
- **Innovation:** Continuous and dynamic process where creative ideas are valued, discussed, and implemented to significantly disrupt routing and prevailing structures.
- **Integrity:** Having the courage to live the Kinnect values of dignity, respect and honesty.
- **Outcome Focused:** We strive to measure our work, to pivot, iterate, and improve to accomplish desired results.

Inclusion Diversity, Equity, and Access:

Kinnect is committed to fostering, cultivating, and preserving a culture of inclusion diversity, equity, and access. These commitments are not just part of our value system but are at the core of our intentional actions to eliminate systemic barriers that have produced inequities based on differences.

We commit to a sustained investment of time, resources, and people to advance equitable realities for our employees, and for the children, families, and communities that we serve. We do this by intentional advocacy for social justice and the continuous scrutiny of the systems that we create and those in which we operate.

Our employees are the most valuable asset we have. The collective sum of the individual differences, life experiences, knowledge, innovation, self-expression, unique capabilities, and talent that our employees invest in their work represents a significant part of not only our culture, but our reputation and success, as well.

We embrace our employees' differences in age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and intellectual or emotional ability, political affiliation, race, religion, sexual orientation or identity, socio-economic status, parental or family status, medical or genetic status, veteran or disabled veteran status, and other characteristics that make our employees unique.

Kinnect's inclusion, diversity, equity, and access initiatives involve, but are not limited to, our practices and policies on recruitment and selection; compensation and benefits; professional

development and training; promotions; transfers; staffing decisions; terminations; and the ongoing development of an inclusive work environment.

Equal Opportunity Employment: Kinnect maintains a policy of nondiscrimination toward all employees and applicants for employment. All aspects of employment with us will be governed on the basis of competence and qualifications and will not be influenced in any manner by race, color, religion, gender, or gender identity or expression, age, sexual orientation, sexual expression or identity, national origin, physical, intellectual or emotional ability, marital or partnership status, parental or family status, medical or genetic status, veteran's or disabled veteran status, in accordance with applicable federal, state and local laws governing nondiscrimination in employment. Employment Posters stating current regulatory and legal requirements are posted in Kinnect's main office and on the intranet.

Working Conditions:

- Travel required, as needed. Must have access to own transportation.
- Available to work a flexible schedule, which may include nights and weekends
- This job requires occasional overnight travel
- Kinnect as an organization has a Hybrid Work Model that combines remote and on-site work at Kinnect, as well as routine on-site or in-person work with team members, partner sites, community events, and direct service in the field.
- This role will utilize standard office equipment that will be provided by Kinnect

Hiring Process:

- Background Check Information: The final candidate selected for the position will be required to undergo a criminal background check. Criminal convictions do not necessarily preclude an applicant from consideration for a position. An individual assessment of an applicant's prior criminal conviction(s) will be made before excluding an applicant from consideration.

Disclaimer: The above statements are intended to describe the general nature and level of work to be performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of employees assigned to this position.

Kinnect maintains a policy of nondiscrimination toward all employees and applicants for employment. All employment decisions at Kinnect are based on organizational needs, job requirements and individual qualifications, and will be governed on the basis of competence and qualifications and will not be influenced in any manner by race, color, religion, gender, or gender identity or expression, age, sexual orientation, sexual expression or identity, national origin, physical, intellectual or emotional ability, marital or partnership status, parental or family status, medical or genetic status, veteran's or disabled veteran status, in accordance with applicable federal, state and local laws governing nondiscrimination in employment. Employment Posters stating current regulatory and legal requirements are posted in Kinnect's main office and on the intranet.

American's with Disabilities Act: This position involves sitting in a stationary position for at least 50% of the time and the ability to ambulate without assistance to attend on-site meetings, as needed. The job requires movement in a typical office environment with file cabinets, office machinery, office furniture and typical hallway and access doorways. The position must operate typical office equipment, such as copiers, telephones, computers and peripherals. This job requires

that the person must have the ability to access transportation to attend meetings and special events. The organization provides reasonable accommodations for this position.