

Job Title	Child Watch and Placement Support (CWOP) Specialist
Employer/ Agency	DePelchin Children’s Center
Job Description	<p>The CWOP Specialist plays a critical role in ensuring the safety, stability, and well-being of children entering or transitioning placements within the Single Source Continuum Contractor (SSCC) network. This position is responsible for coordinating and documenting both initial and subsequent placements, supporting placement stability through close partnership with caregivers and providers, and providing direct supervision to children when an immediate placement is not available. The Specialist serves as key liaison between the SSCC, contracted providers, and state partners to ensure compliance, accuracy, and timeliness in placement processes.</p> <p>Primary Responsibilities:</p> <ul style="list-style-type: none"> • Coordinate and transport to initial and subsequent placements for children within the SSCC network, ensuring placement decisions prioritize the child’s safety, permanency, and well-being. • Partner with foster homes and residential providers, and other paid placement settings to promote stability and address challenges quickly. • Ensure all placements are entered accurately and timely into COBRIS and IMPACT systems. • Track and report placement activity, including disruptions, emergency placements, and stabilization efforts. • Provide direct care and supervision to children when a placement is not immediately available, ensuring their safety, emotional well-being, and basic needs are met. • Engage children in age-appropriate activities, de-escalation strategies, and trauma-informed care practices while awaiting placement. • Ensure children have access to food, hygiene supplies, and comfort items during interim supervision periods. • Serve as liaison between SSCC staff, caregivers, CPS caseworkers, and placement providers to support smooth transitions and reduce placement disruptions. • Communicate placement needs, concerns, and updates to internal leadership and external stakeholders as needed. • Participate in preplacement/case staffing, as well as placement disruption meetings to provide input on child-specific needs. • Ensure placement practices align with state regulations, SSCC policy, and contract performance measures. • Maintain accurate records, case notes, and documentation to support accountability and quality improvement. • Assist with tracking and analyzing placement data to identify trends, gaps, and areas for system improvement. • Support placement recruitment and retention by identifying caregiver needs and escalating issues that impact stability. • Assist in developing placement resource tools, directories, and protocols. • Attend all required trainings. • Provide on-call or after-hours support for placement emergencies, as

	<p>scheduled.</p> <ul style="list-style-type: none"> • Ensure children/youth attend court hearings, unless excused by the presiding judge prior to the court hearing; attendance may occur through video conference and/or teleconference when appropriate and approved by the court. • Maintain documentation of child/youth attendance at court for performance reporting.
Qualifications	<p>Required Qualifications:</p> <ul style="list-style-type: none"> • Bachelor’s degree required, preferably in social work, human services, psychology or related field. <p>Preferred Qualifications:</p> <ul style="list-style-type: none"> • Experience working with children in foster care, child welfare, or placement coordination strongly preferred.
Salary/Hours	Full-Time
City, State, Zip	Houston, TX
Application Method	Apply Here: https://www.depelchin.org/careers/
Opening Date	Immediately

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