

## **Professional Master Parent Job Description**

### **Professional Master Parent Role**

The role of the Professional Master Parent is central to treatment foster care. His and her role is to serve both as substitute caregivers of children with treatment needs (the fostering role) and as active agents of planned change (the treatment role). Responsibilities encompass all basic parenting duties and reflect the role as active agents of planned change. Professional Master Parents are not expected to function independently. They are asked to perform tasks central to the treatment process in a manner consistent with the child's treatment plan and the decisions of the treatment team. They are also asked to work with the involved Case Manager and the child's family.

### **Professional Master Parent Responsibilities**

- Participate with the Case Manager and other team members in the development of the treatment plan (service plan) of the foster child and subsequent reviews.
- Assume primary responsibility for implementing the in-home treatment strategies specified in the foster child's preliminary and comprehensive treatment plans and revisions.
- Work cooperatively with other team members under the direction of the case manager.
- Attend all treatment team meetings, trainings sessions, court, school, and FAPT community meetings.
- Participate in therapy sessions as directed by the therapist.
- Keep a systematic and descriptive record of the child's behavior and progress in targeted areas on a weekly basis with the frequency based on the child's treatment plan.
- Assist and support the child in maintaining contacts with his or her family and work actively to support and enhance these relationships, unless contraindicated by the child's treatment plan.
- Assist in meeting the child's permanency goal(s) to include visits with biological parents.
- Develop and maintain positive working relationships with service providers in the community such as schools, social services, and mental health professionals.
- In concert with the case manager, advocate on behalf of the child to achieve the goals identified in the child's treatment plan, to obtain educational, vocational, medical, and other services needed to which the child is legally entitled.
- Provide at least 30 days notice to TFC, Inc for removal of child to allow for a planned and minimally disruptive transition.
- Establish well-defined rules, set expectations and limits that are consistent with the child's age. There will be consequences for inappropriate behavior and the child will be apprised of the behaviors and actions that are not acceptable prior to any discipline being administered.
- Train and teach each child using techniques that stress praise and encouragement; discipline should be positive, not negative.

- Be available for scheduled supervisory visits by the case manager with you and the child.
- Coordinate and provide transportation to community appointments.
- Support the religious practices of the child.
- Keep the case manager informed of any problems, potential problems, or concerns with the child's placement in your home.
- Report serious incidents.
- Provide the day-to-day care of foster children in your home, including adequate diet, clothing and sleeping accommodations.
- Inform HOPE of any changes in your family regarding who is living in the home, structural or financial changes, death, or illness of a family member.
- Operate within the guidelines of COA and HOPE, Inc policies and procedures.
- Operate within the minimum standards for child placing agencies in the state of Virginia.