



# familytapestry

## Transportation Specialist

Want to join one of South Texas' premier child welfare agencies in "restoring innocence and strengthening families?" Family Tapestry, a Division of The Children's Shelter, is looking for you! Since 1901, The Children's Shelter has provided a continuum of Trauma-Informed Care for Bexar County children with a history of prolonged abuse, abandonment and/or neglect. Family Tapestry was created in 2018 to weave together the community to transform the foster care experience in Bexar County. Our goal at Family Tapestry is to ensure each child is safe in care, achieves permanency, improves their overall wellbeing, experiences fewer moves and shorter stays in care, and increases family engagement, which leads to better outcomes, trusting relationships, and meaningful connections. It takes one person to change the life of a child. Will you be part of our tapestry to fulfill our mission?

The Transportation Specialist provides support for the transportation and childcare department within the Family Tapestry network. This position provides transportation for children entering foster care. The position also supports various administrative functions. The job requires sensitivity to the service population's cultural and socioeconomic characteristics and ability to function without close supervision.

### **Responsibilities Include:**

- Ensures the timely pick up of children entering foster care.
- Monitor child's behavior and activities while in transit; document when appropriate
- Adheres to Family Tapestry confidentiality guidelines.
- Provide a safe environment for children while in transit; follows and adheres to all Texas driving laws.
- Exhibit a high level of courtesy and professionalism.
- Maintains a daily roster of times, dates, destinations, transporters and length of transport, to include child/youth's behavior during trip; Maintains security over the vehicles and keys.
- Organize and navigate travel destinations for transporting children/youth.
- Tracks and schedules all group outings weekly via transportation outing schedule.

### **Requirements:**

- High School diploma or GED required; some college experience in a human service field from an accredited college or university preferred.
- A minimum of two years of childcare and positive guidance experience of youth in a CPA, residential or professional setting.
- Must possess a valid Texas driver's license and be able to operate a multi-passenger vehicle. Must have a driving record, which is within the guidelines of the insurance underwriter.
- Bilingual with English and Spanish is a plus

**Family Tapestry is a Division of The Children's Shelter - an Equal Opportunity Employer committed to a culturally diverse workplace and offering a competitive pay and benefits package.**

You can apply on-line by visiting our website [www.familytapestry.org](http://www.familytapestry.org) or in person at:

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Monday-Friday 8am-5pm