



familytapestry

TRAINING MANAGER

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 Training Manager provides leadership to the Training Department which is responsible for providing training to new and current employees, new and current foster/adopt parents, and the Family Tapestry network. The Training Manager oversees the planning, organization, development, and design of training and educational programs using acceptable, innovative methods and techniques. The Training Manager will ensure the curriculum is developed and maintained in accordance with the policies outlined in The Children's Shelter (TCS) policy manuals, Family Tapestry Single Source Continuum Contractor (SSCC) requirements, Texas Department of Licensing and Regulations (minimum standards), federal and/or grant regulations and COA accreditation requirements. The Training Manager will manage a team of Training Specialists.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Conducts and monitors training activities and events at multiple office locations to include but not limited to New Employee Orientation, Trauma Informed Care, CPR, First Aid, EBI, and other required trainings.
- In collaboration with the Training Director, oversees the planning, organizing, developing, and designing training and educational programs using acceptable, innovative methods and techniques or style.
- Assists with researching, writing, and creating new training and instructional materials, teaching aids (audio and visual), and other course materials.
- Regularly evaluates the quality and variety of trainings through observation and class evaluations; provides recommendations for improvement to ensure topics remain relevant and meet the needs of internal staff; solicits input from program leadership on opportunities for improvement.
- Consistently provides ongoing reflective supervision, coaching, training, and support to staff to create and maintain an environment of safety, well-being, and a highly engaged team.
- Represents the agency and serves as liaison between TCS and community agencies.
- Attends community meetings, and other coalitions and initiatives that parallel the focus and vision of The Children's Shelter as coordinated with the Director of Training.

REQUIREMENTS

- Bachelor's degree required and/or extensive related experience preferably in the field of social services.
- Minimum of three years of supervisory experience.
- Three years' experience in adult training or educational program development.
- Previous work with child/youth in TDFPS care and working knowledge of Minimum Standards for Child Placing Agencies or GRO is preferred
- 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.