



COUNTY OF SAN BERNARDINO  
Revision Date:

## Peer & Family Advocate I

### **SALARY RANGE**

\$12.33 - \$15.73 Hourly  
\$2,137.20 - \$2,726.53 Monthly  
\$25,646.40 - \$32,718.40 Annually

### **DEFINITION:**

Under immediate supervision of the ILP Coordinator/Supervisor positions in this classification are former foster youth who will provide peer counseling, and linkages to services and supports for dependents of the Department of Children's Services (DCS); assist with the implementation, facilitation and on-going coordination activities of the Independent Living Program; perform related duties as required.

### **DISTINGUISHING CHARACTERISTICS:**

Positions in this class will be assigned to perform limited and routine tasks following well established procedures and/or detailed instructions. Positions report to the Independent Living Supervisor class.

### **EXAMPLES OF DUTIES:**

Duties may include, but are not limited to the following:

1. Train and increase awareness of foster care issues by participation in presentations to public officials, caregivers, the community, social work staff, and foster youth regarding issues related to foster care from the perspective of foster children, including:

- O & I training presentations to staff
- Foster Parent association presentations
- Regional/Department trainings and presentations to Social Workers and other government events
- Presentation and motivator at ILP events

2. Assist the ILP Coordinator to plan, develop, and organize and publicize of Independent Living Program events including but not limited to:

- Independent City
- Catalina Trip
- Prom Boutique
- Graduation/End of the Year Bar B Que
- Welcome Picnic

3. Encourage ILP Participation

- a. Recruit youth to enroll in ILP classes who are ILP eligible, assessed by their social worker to

need ILP classes, but not participating.

4. Provide peer support and advocacy:

- a. By participating in Team Decision Meetings of foster youth when they are preparing to exit to Emancipation.
- b. To youth in group homes who have no significant adult relationships and need peer encouragement to progress in school and stabilize placement
- c. Serve as a mentor to teach and show foster youth how to function more independently and to find and access community resources.

5. Serve on various DCS committees, work groups and task forces focusing on ILP, Foster Care, Education, Wraparound, Family 2 Family, etc.,

- a. Advocate for foster children receiving appropriate services and accessing appropriate resources.
- b. Provide feedback, reports and make recommendations to DCS administration to assist the Department with achieving the goals and objectives of the Department to successfully emancipate foster youth.

6. Create and update ILP workshop/class flyers

7. Update and maintain ILP resource Manual

8. Promote ILP Services to FFA's and Group Homes

9. Writing and collecting articles for the ILP Newsletter

10. Attend and participate in ILP trainings and conferences

11. Maintain ILP files and documents

12. Assist in preparing for monthly ILP taskforce meetings

- a. Monitor attendance at ILP events and follow-up with ILP youth that have inconsistent participation
- b. Coordinate services with ILP clerk, transportation, etc/ to increase attendance at events.

**SALARY RANGE:**

27

**SUPPLEMENTAL INFORMATION:**

This classification is in the Unclassified Service.