



## **LICENSING COORDINATOR GREENVILLE REGIONAL OFFICE, COLUMBIA, SC**

**Full time position available in the Greenville Regional Office; will report to the Director of New Home Licensing.** SC Youth Advocate Program (SCYAP) is seeking a positive, dynamic, self-motivated, and detail-oriented individual to recruit, license, and/or re-license foster families for special needs children in the area covered by the SCYAP Greenville Regional Office (Upstate area); working with diverse communities and prior foster care recruitment experience are a plus. The position will have a clear understanding of the program's recruitment and retention plan, and will work closely with families to assist them in meeting and maintaining training certification and licensure requirements. Individuals must be able to meet target-based goals on a strict timeline.

Minimum qualifications: BA/BS degree, at least 2 years experience in children's/human services, and eligibility to be a Certified Investigator in SC. Strong background in recruiting/licensing foster homes and understanding of DSS foster home licensure regulations and documentation preferred. Must be willing to travel and work after regular business hours and on weekends if needed. Salary/benefits; pay dependent on experience and education.

**For immediate consideration, please mail, fax or e-mail resume to:**

**South Carolina Youth Advocate Program  
140 Stoneridge Drive, Suite 350, Columbia, SC 29210  
Attn: Human Resources Department/ALR  
E-mail: [aroddy@scyap.com](mailto:aroddy@scyap.com)**

**Please indicate position in subject line. No phone calls please.**

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