



# CFPIC

## CURRENTLY RECRUITING FOR MULTIPLE POSITIONS!

The Child and Family Policy Institute of California is expanding our Adults Services focus. Full and part-time remote positions available. Periodic travel to Sacramento for meetings is required.

### Typical Duties:

- Planning, participating and facilitating frequent virtual meetings;
- Conducting research to support Adult Services projects and programs;
- Developing strategic tools, documents, presentations, etc. to support project and program implementation;
- Providing leadership in the facilitation and coordination of teams and projects;
- Providing technical assistance to support Adult Services projects and programs for counties and the state;
- Travel within the state as needed for in-person meetings/convenings/conferences;
- Completing essential job duties that are not listed above but are relative to this position classification

### Ideal candidates possess:

- 5+ years experience in Adult Services Programs - management experience preferred;
- In-depth knowledge of Adult Protective Services;
- Understanding of the array of adult serving programs in counties including IHSS, Public Guardian and Area Agencies on Aging;
- Educational background in gerontology or related field;
- Project management and strategic planning experience;
- Excellent written and verbal communication skills;
- Familiarity with virtual meeting platforms (Zoom)

*Interested individuals should send resumes detailing relevant work experience to CFPIC Deputy Executive Director Juliet Cox by **September 29, 2023** ([Juliet.cox@cfpic.org](mailto:Juliet.cox@cfpic.org)). CFPIC offers salaries commensurate with experience and covers benefit costs for full-time employees.*

California's Aging and Adult Services (AAS) workforce is facing increasing demands and challenges in meeting the diverse and complex needs of a rapidly expanding population of older and disabled adults. CFPIC, in partnership with the County Welfare Directors Association and the California Department of Social Services, is expanding its support to county AAS departments in strengthening their capacity to better serve these vulnerable populations.

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CFPIC has worked with colleagues in virtually all of California's 58 counties and innumerable allied organizations to identify and spread "what works" to achieve improved outcomes for families and individuals that come in contact with county human services agencies. We advance the development of sound public policy through research, advocacy, training, consultation and technical assistance.