

Children's Bureau Child and Family Services Reviews Consultant Profile Form

Revised April 2008

(Please Type or Print Legibly)

Identifying Information		
First Name	Middle Name/Initial	Last Name
Home Address (Street):		
City:	State:	ZIP Code:
Home Phone: ()	Cell Phone: ()	
Organization:		
Title:		
Work Address (Street):		
City:	State:	ZIP Code:
Bus. Phone: () Ext.:	Fax: ()	
E-mail Address:		
Preferred Mailing Address: <input type="checkbox"/> Home <input type="checkbox"/> Work		
Emergency Contact Name:	Relationship:	
Emergency Contact Daytime Phone:	Emergency Contact Evening Phone:	
Emergency Contact Cell Phone:		

Ethnicity/Race

The checklist below includes Federal race and ethnic classifications as defined by the Office of Management and Budget. Responding to this section of the profile is voluntary. Please note that this information will be used solely to ensure the diversity of the Child and Family Services Review teams. Check one category under ethnicity and all that may apply under the race category:

Ethnicity	Race
<input type="checkbox"/> Hispanic or Latino	<input type="checkbox"/> White
<input type="checkbox"/> Not Hispanic or Latino	<input type="checkbox"/> Black or African American
<input type="checkbox"/> Unknown	<input type="checkbox"/> American Indian or Alaska Native
	<input type="checkbox"/> Asian
	<input type="checkbox"/> Native Hawaiian or Other Pacific Islander
	<input type="checkbox"/> Unknown

Gender

<input type="checkbox"/> Female	<input type="checkbox"/> Male
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Language Fluency

Please indicate your ability to fluently read, speak, or write any of the languages listed below. Applicants indicating fluency in a particular language should be able to conduct interviews and/or read case records in that language. (Please check all that apply.)

Language	Read	Speak	Write	
Spanish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
French	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Chinese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Inuit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Japanese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Vietnamese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Haitian Creole	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
American Sign Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other (please specify):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Licenses and Accreditations

Please specify in 250 characters or less.

Education

Please indicate your level of education in the following fields. Check all that apply.

Field	Degree			
	Bachelor's	Master's	Ph.D.	J.D.
Social Work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Counseling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Public Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other (please specify in 50 characters or less):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Experience

A minimum of 2 years of direct field experience and/or supervisory, administrative, or management experience in a public (Federal, State, or local) or private child welfare agency; or at least 2 years of direct experience working for a State Court Improvement Project or juvenile or family court dealing with child welfare cases is required. This may include providing services or supervising, administering, or managing programs in any of the following: (1) child protective services, (2) foster care, (3) adoption, (4) family preservation, (5) family support, (6) independent living services, or (7) licensure/approval of foster and adoptive families.

From the following list, please specify in the section on the following page the two areas in which you have the most demonstrated substantive experience. Then check the type(s) of experience you have in each area and provide a summary of the experience in the space provided below.

Adoption Child Protective Services Domestic Violence Family Preservation Family Support Foster Care Independent Living Services	Kinship Care Licensor of Foster and Adoptive Homes Mental Health Quality Assurance Residential Care Substance Abuse
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Areas of Experience	Type(s) of Experience
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Please specify only two areas from the list above.	Check all that apply.
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1.	1. <input type="checkbox"/> Direct Service <input type="checkbox"/> Supervisory <input type="checkbox"/> Management
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2.	2. <input type="checkbox"/> Direct Service <input type="checkbox"/> Supervisory <input type="checkbox"/> Management
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Agency: _____
 Title: _____
 From (month/year): To (month/year): _____
 Summary of Experience: _____

Agency: _____
 Title: _____
 From (month/year): To (month/year): _____
 Summary of Experience: _____

Agency: _____
 Title: _____
 From (month/year): To (month/year): _____
 Summary of Experience: _____

Skills

Please indicate the areas in which you have demonstrated skills. Check all that apply. If you do not have demonstrated skills in a particular area, please leave the box blank.

<input type="checkbox"/>	Interviewing children and families engaged in child welfare services	<input type="checkbox"/>	Conducting assessments of program/agency documentation
<input type="checkbox"/>	Conducting reviews of child welfare services	<input type="checkbox"/>	Facilitating group processes
<input type="checkbox"/>	Interviewing community stakeholders (including child welfare professionals)	<input type="checkbox"/>	Participating as a State Team Member in a Children's Bureau Child and Family Services Review

Computer Experience

The review process involves using computers to input data and complete forms. Please check the boxes that most accurately reflect your computer use.

<input type="checkbox"/>	Never	<input type="checkbox"/>	Occasionally
<input type="checkbox"/>	Frequently	<input type="checkbox"/>	Daily

Based on the definitions below, please indicate your overall computer skill level.

<input type="checkbox"/>	Beginner (basic word processing, e-mail, Internet)	<input type="checkbox"/>	Intermediate (data entry using databases and spreadsheets in addition to beginner skills)
<input type="checkbox"/>	Advanced (Navigating and troubleshooting problems with databases and spreadsheets in addition to beginner and intermediate skills)		

Special Skills/Experience

Please describe any special skills or experience that you bring to the review process (in 250 characters or fewer; for example, experience in working with special populations or working on child welfare agency quality assurance teams).

Please describe whether you have child welfare practice experience working with Native American children and families. If Yes, please describe your experience.

Professional Biography

Please insert below a brief one-paragraph **professional** biography (please do not include personal information).

Travel/Review Week Requirements

Please indicate your travel availability.

Willing and able to travel to other States to participate in 4 day-long Child and Family Services Reviews (including a willingness to work long hours and to participate in debriefings at the end of each day).

Special Travel Needs

Please specify special travel needs, including accommodations and dietary needs.

Referral Information

Who referred you to inquire about serving as a consultant? Please provide the referrer's name and telephone number.

Referred by: (Please check one.)

- Self

- Children's Bureau

- Children's Bureau Regional Office

- National Resource Center

- National Child Welfare Organization

- State Child Welfare Agency

- Other (please specify in 50 characters or less):

Telephone Number:

Materials To Submit

Please submit the following materials by mail to the Child Welfare Reviews Project at the address shown below:

- Consultant Reviewer Profile
- Resume
- One-paragraph Professional Biography

Child Welfare Reviews Project

c/o JBS International, Inc.
5515 Security Lane, Suite 800
North Bethesda, MD 20852