

Our Pregnancy, Parenting, and Adoption Program (PPA) has 5 different programs that require various skills please review the list of positions within PPA:

-Infant Adoption: Catholic Charities Infant Adoption Program promotes open adoption to prospective adoptive families looking to be matched with a birth family wanting to make an adoption plan for their baby. Most children placed through this program are newborns to toddlers 2 years of age. This internship will provide an opportunity to work with recruiting and training prospective adoptive families. As well as interview and write home studies, maintain, and audit files to ensure compliance with minimum standards and contract requirements. Interns will work closely with case managers to represent families during the selection and matching process with birth families along with postplacement supervision once a child is placed in their home thru finalization. Interns will also be asked to help support other programs within PP&A as needed.

-Finally Home Adoption: Finally Home works with the Department of Family and Protective Services (DFPS) to place children that are in DFPS custody into permanent adoptive homes that are approved and supervised by our program manager and case manager. This internship will provide an opportunity to work with recruiting and training prospective adoptive families. As well as interview and writing home studies, maintaining files, auditing files to ensure compliance with minimum standards and contract requirements. Interns will work closely with case managers to represent families during the selection and matching process with DFPS along with postplacement supervision once a child is placed in their adoptive home thru finalization. Interns will also be asked to help support other programs within PP&A as needed.

-Parent and Youth Educator Intern: Parenting In Action works directly with parents of children birth to 36 months of age. The goal of the program is to promote life through options counseling and works with mothers to ensure they are receiving the prenatal care needed for healthy full-term births. Free weekly parenting classes are provided in both English and Spanish thru in-person and virtual class settings. The program's goal is to work with at least 2400 unique parents this year. This internship will provide an opportunity to work with recruiting and training families. As well as provide one-on-one counseling and referrals. Maintaining program compliance with contract requirements is paramount. Interns will work closely with the Parent/Youth Educator to grow the program to reach families in all 9 counties of the Diocese of Dallas and find locations to host classes in the community. Interns will also assist with phone calls and emails as well as distribute material assistance and maintain an organized storage area that contains material assistance items. Interns will also be asked to help support other programs within PP&A as needed. This is an in-person-only opportunity. Team members work directly with families and children. This work is divided between in-office tasks and meetings along with work in the community.

-Post Adoption: Connecting, protecting, and promoting loving families for children. PP&A strives to promote child-centered adoptions by educating and counseling all members of the adoption triad about the benefits of open adoption, ultimately focusing on the best interest of the child. CCD's Post Adoption

Program works directly with birth families, adoptive families, and adoptees. Some individuals have a court order to unseal their adoption records while others are seeking basic information their adoption, a sibling, or their parent's adoption. There are strict guidelines around what information can be shared and who it can be shared with. Through other programs within PP&A this internship may also provide an opportunity to work with recruiting and training prospective adoptive families. As well as interview and assist with writing home studies, maintaining files, auditing files to ensure compliance with minimum standards and contract requirements. Interns will also be asked to help support other programs within PP&A as needed.

-Pregnancy and Parent Case Management: Catholic Charities Pregnancy and Parenting Program provides options counseling to women in crisis and needing support. The case manager works closely with the mother (and her partner if they are involved) in identifying their strengths, who their existing support systems are, and what their immediate needs are. Through one-on-one counseling, the case manager works to build a trusting and open relationship with the client and assist with any referrals needed. If creating an adoption plan is ultimately what the expectant mother (and father) decide is best for their child, the case manager walks with them through every step. PP&A promotes open adoption to prospective birth families however if a birth parent chooses to have a closed adoption that request is honored and the only information they want shared will be shared with prospective adoptive families. The case manager assists birth families through the selection and matching process, meeting the adoptive family, creating a plan for the hospital, ensuring that the birth mom is receiving medical care throughout her pregnancy, post-placement support, and much more. Most children placed through this program are newborns to toddlers 2 years of age. This internship will have an opportunity to work with partner agencies such as maternity homes, crisis pregnancy centers, hospitals, birth parents (their extended family members), and many more individuals. Interns will also have the opportunity to assist families with applying for benefits, make referrals, maintain, and audit files to ensure compliance with minimum standards and contract requirements. Interns will work closely with a case manager to advocate for birth parents during the selection and matching process with adoptive families along with postplacement visits once a child is placed in their adoptive home thru finalization. Interns will also be asked to help support other programs within PP&A as needed.