

## Children's Village – Cottage Parent Couple

### Our Mission

Children's Village is a Christian home providing hope and healing for abused and neglected children. We are committed to protecting each child's health, safety, and well-being while providing trauma-informed, family-style care in a Christ-centered environment.

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### About Us

Founded in 1980, Children's Village is a privately funded 501(c)(3) nonprofit serving Smith County and surrounding East Texas. Our campus includes two cottages, a playground, a schoolhouse, and administrative offices. Each cottage is led by a legally married couple serving as full-time, live-in **Cottage Parents**.

Our General Residential Operation (GRO) Cottage Home program provides 24-hour care with an emphasis on sibling preservation, trauma-informed care, and normalcy. Each cottage serves up to six children, primarily sibling groups from infancy through age 17, in a safe, structured, nurturing environment that promotes healing, emotional growth, stability, and normal childhood experiences while modeling healthy family relationships grounded in Christian values.

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### Position Summary

Cottage Parents serve as primary caregivers for children in a full-time, live-in capacity. They are responsible for direct supervision, daily care, and overall well-being of children in their cottage. Cottage Parents implement trauma-informed practices, foster normalcy, and collaborate with staff and community partners to meet each child's needs.

All Children's Village staff work within the **T1: Basic Child Care Operation service package** and adhere to DFPS Minimum Standards (§748), SSCC contracts, T3C standards, and agency policies.

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### Qualifications

#### Minimum Standards / Child-to-Caregiver Ratio:

- Legally married couple (two+ years preferred)
- Each partner at least 21 years old
- High school diploma, GED, or documented home-school equivalency
- Effective communication skills with children, co-workers, medical personnel, educators, and other professionals
- Successful completion of DFPS and criminal background checks, FBI fingerprinting, drug screening, and TB testing
- Valid Texas driver's license with a safe driving record
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#### Additional Requirements:

- Experience working with children preferred
  - Ability to model Christian values and healthy family dynamics
  - Strong interpersonal, problem-solving, coping, and organizational skills
  - Ability to work collaboratively with diverse staff and professionals
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### Core Responsibilities

#### Child Care & Supervision:

- Reside on campus and provide continuous supervision of children
- Build trusting, supportive relationships with each child
- Implement service plans and maintain continuity of care
- Maintain daily progress notes for children receiving treatment, as required
- Ensure children are properly fed, housed, and supervised
- Transport children to school, church, medical appointments, family visits, and recreational activities
- Apply trauma-informed practices and the **reasonable and prudent parent standard** for normalcy and age-appropriate activities

#### Household & Daily Living:

- Manage household budget, pay bills, and reconcile accounts



- Plan, prepare, and serve nutritious meals
- Maintain cleanliness and organization of home and grounds
- Assign age-appropriate chores and teach responsibility and self-care
- Encourage hygiene and personal care routines
- Provide structured schoolwork time and assist with homework
- Conduct daily devotions and actively participate in a local church
- Model positive behavior, respectful communication, and appropriate discipline

#### **Training & Program Standards:**

- Complete and maintain training in Trauma Systems Therapy – Common Sense Parenting (TST–CSP), normalcy, and required pre-service, annual, and role-specific training
- Implement TST–CSP strategies to support emotional regulation, consistent parenting, structure, predictability, and positive behavior
- Collaborate with clinical staff to support treatment goals
- Demonstrate skill in navigating, advocating for, and coordinating services across STAR Health, HHSC Behavioral Health Services (as applicable), ECI, education, and child welfare systems
- Serve as or coordinate care with the child's medical center and participate in STAR Health Service Coordination, as applicable

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#### **Compensation & Benefits**

- Competitive salary with total compensation exceeding \$100,000 per couple
- Employer-paid health insurance; dental and vision available
- Fully paid on-campus housing with private suite
- Utilities and maintenance covered by Children's Village
- Cottage vehicle provided for child transportation
- Generous household budget for food, activities, and children's needs
- Assistant Cottage Parents provide scheduled weekly relief
- Paid sick and vacation leave
- Professional development opportunities
- Supportive, mission-driven workplace
- Opportunity to provide hope and healing for abused and neglected children

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#### **Application:**

Submit resume and completed employment application to: [administration@childrensvillageoftexas.org](mailto:administration@childrensvillageoftexas.org).