



# LEGACY

ADOPTION SERVICES  
POSITION DESCRIPTION

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Position Title: Adoption Counselor

Reports To: Child Placement Supervisors / Executive Directors

Location: Naples & Fort Myers, FL & Surrounding Areas

Position Type: Full-Time

## Now Hiring

### Options Counselor - Help Us Launch in Southwest Florida

Are you passionate about supporting expectant parents as they make life-changing decisions? Are you eager to be at the forefront of building a new, compassionate adoption agency in Southwest Florida? If so, we have an exciting opportunity just for you!

### Why Join Legacy Adoption Services?

Legacy Adoption Services is expanding to Florida, and we're looking for a dedicated and motivated Options Counselor to help establish our first presence in the region. You'll play a vital role in building the organization, working directly with expectant parents and adoptive families, and fostering relationships with community partners. Your work will lay the groundwork for creating a caring, supportive, and impactful adoption agency in this new region.

### About the Role

As an Options Counselor, you will be working closely with expectant parents, providing resources, support, and counseling as they explore their options. From pregnancy to delivery and beyond, your compassionate guidance will help expectant mothers and families create personalized adoption plans that align with their unique needs. By joining Legacy, you're empowering others to make informed, heartfelt decisions while helping grow families and create opportunities full of hope and love.

### Responsibilities

The Adoption Counselor plays a pivotal role in supporting both prospective adoptive and birth parents, as well as maintaining the key processes that enhance our mission. Key responsibilities include but are not limited to:



### **Options Counseling and Guidance**

- Provide emotional and practical support to expectant mothers, helping them explore their options in a safe, compassionate environment.
- Assist clients in creating adoption plans that reflect their unique situation and needs.

### **Support During Key Moments**

- Be a reliable presence during hospital visits, deliveries, and placements, offering on-the-ground support to clients and families.

### **Community Building and Awareness**

- Build lasting relationships and partnerships with community organizations, health care facilities, and resource providers in Southwest Florida.
- Advocate for and educate the community about adoption as a thoughtful, empowering choice for expectant parents.

### **Detailed Documentation and Compliance**

- Accurately document all client interactions and maintain compliance with state regulations and agency policies.

### **Adoption Assessments**

- Conduct interviews and home studies for prospective adoptive families and provide post-placement assessments to ensure the well-being of everyone involved.

### **Flexible Availability**

- Be responsive to client needs, including being on-call for afterhours initial expectant mom calls, working some evenings, weekends, and being on-call for hospital deliveries.

## **Qualifications**

We are looking for a compassionate, motivated, and versatile individual who can adapt to the needs of our clients, work independently, and represent Legacy Adoption Services with professionalism and care.



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### **Required Qualifications:**

- A **Bachelor's Degree** (minimum) in a human services field and at least **2 years of related experience** (CPS caseworker, residential care, or adoption).
- Experience working in the adoption field or with a licensed child-placing agency preferred. A **Master's Degree** is a plus!
- Bilingual in Spanish preferred.
- A strong passion for helping others and a personal connection to adoption is a bonus.
- The ability to foster meaningful, professional relationships with individuals from diverse and complex backgrounds.
- Excellent verbal communication and presentation skills, including comfort with public speaking and training delivery.
- Willingness to work with clients in a broad range of settings, including homes, hospitals, shelters, pregnancy centers, and more.
- A self-motivated and efficient professional with the ability to prioritize, multitask, and work independently.
- Reliable transportation with a valid driver's license and car insurance.
- Ability to pass criminal background and drug screening.

### **Why This Role is Exciting**

As the first Options Counselor in Southwest Florida, you'll be at the heart of something new and impactful. You'll help establish Legacy Adoption Services in a brand-new region, creating a legacy of care, compassion, and empowerment for years to come. This isn't just another job—it's an opportunity to make a lasting difference in the lives of expectant parents, adoptive families, and the broader community.

### **Where You'll Work:**

This hybrid role requires flexibility and includes a mix of remote work, meetings at our main office in Naples, FL and travel to various sites across Southwest Florida, including client homes, hospitals, and community partner offices.



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**What's Next?**

If you're ready to help launch our mission in Southwest Florida and make a meaningful impact, we'd love to hear from you. Please send your resume and cover letter to **[info@legacyadoptions.com](mailto:info@legacyadoptions.com)**.

Join us as we transform challenges into opportunities and help parents and families across the region create a loving future. Together, we can turn life's uncertainties into hope and possibilities that last generations.



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CANDIDATE INFORMATION DOCUMENT

*"Why This Position is Likely the Best of Your Career"*

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At Legacy Adoption Services, we believe that this role is more than just a job – *it's a calling*. Why?

#### **IMPACTFUL WORK - YOU WILL MAKE A DIFFERENCE DAILY**

You will have the unique opportunity to directly influence the lives of birth mothers, adoptive families, and their children. The relationships you build will help create loving families and provide hope and support to those facing unplanned pregnancies.

#### **MISSION-DRIVEN SUCCESS**

You'll be part of a team that is deeply committed to a faith-based mission, working together to make a tangible difference in the world. Your work will align with your values, allowing you to live out your faith in a meaningful way.

#### **SUPPORT FROM LEADERSHIP**

At Legacy, we value every team member and are committed to supporting your professional and personal growth. You'll be part of a caring community that encourages and uplifts one another.

#### **LIFE-CHANGING IMPACT**

The connections you make and the trust you build will have a lasting impact on countless lives. Your role will be vital in ensuring that every child has the opportunity to grow up in a loving, supportive family.



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EMPLOYER VALUE STATEMENT

"A Calling to Serve and Grow"

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***Welcome to Legacy Adoption Services!***

At Legacy Adoption Services, we believe that every role is more than just a job—it's a calling. Our mission is deeply rooted in Christian faith, and our commitment to creating loving families through adoption guides everything we do. As you consider the opportunity to join our team as an Adoption Counselor we want to share with you why this could be the most meaningful and rewarding position you will ever hold.

**OUR MISSION AND VALUES**

Legacy Adoption Services is a Christian faith-based agency dedicated to creating loving families through adoption. We are committed to fostering open and compassionate communication throughout the entire adoption process, offering unwavering support to birth parents, adoptive families, and everyone involved.

**We are Faith-Centered:**

Our Christian faith guides us, and we are dedicated to upholding Christian principles in all aspects of our work.

**We are Compassionate:**

We approach every individual and situation with empathy and kindness, understanding the emotional challenges that both birth parents and adoptive families may face.

**We Value Integrity and Respect:**

We conduct ourselves with honesty and transparency, treating all individuals with dignity and respect.

**Communication is the Key:**

We prioritize open, honest, and empathetic communication as the foundation of successful Partnerships.



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## **We Offer Unwavering Support:**

We are dedicated to providing steadfast support to birth parents and adoptive families throughout their journey.

## **WHY THIS POSITION IS SO IMPORTANT?**

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### **IMPACTING LIVES**

As an Adoption Counselor, you will be at the center of everything the agency does, often being the first voice an expectant or adoptive parent hears on their journey. Your role will be pivotal in ensuring that birth mothers receive the support and information they need during a critical time in their lives. The relationships you build will directly contribute to creating loving families, offering hope and a future to children in need of a home.

### **SUPPORTING OUR MISSION**

This position is integral to Legacy Adoption Services' mission of building bridges between birth families and adoptive families through respectful and loving communication. You will play a crucial role in upholding our values and expanding our reach, ensuring that our services are available to those who need them most.

## **WHY IS THIS THE BEST JOB YOU'LL EVER HAVE?**

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### **A ROLE WITH TRUE AND AUTHENTIC PURPOSE**

At Legacy, every day you come to work, you'll know that what you do matters. This isn't just about building relationships—it's about building legacies. You'll be part of a mission-driven team that is making a real difference in the world, one family at a time.

### **EXPERIENCING PERSONAL AND PROFESSIONAL GROWTH**

This role will challenge you, stretch you, and help you grow in ways you never imagined. You will develop valuable skills in file management, communication, and administrative management, all while working independently and taking ownership of your responsibilities. The experience and expertise you gain here will be unparalleled.

### **PUTTING YOUR FAITH INTO ACTION**

If you are looking for a position where you can live out your Christian faith in a meaningful way, this is it. At Legacy, our faith isn't just something we talk about—it's something we live. You will



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be part of a community that prays together, supports each other, and shares a common goal of serving others in Christ's name.

### **EXPERIENCING WORK/LIFE BALANCE**

We understand the importance of balance, and we strive to create an environment where you can thrive both professionally and personally. While the work is demanding, it is also flexible, allowing you to manage your schedule and commitments in a way that works best for you.

### **BEING A PART OF A SUPPORTIVE CULTURE**

At Legacy, you will find a culture of support and encouragement. We are a team that values each other's contributions, celebrates successes, and lifts each other up during challenging times. You will be supported by colleagues who share your passion and commitment to our mission.

### **THE CHALLENGES AND REWARDS OF THIS POSITION**

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#### **THE CHALLENGES**

- **Building relationships:** You will be responsible for establishing a quick connection with expectant parents that are calling in crisis and need to feel that they have called the right place for help. This role requires empathy, patience, and the ability to guide clients during some of the most emotionally complex moments of their lives. You'll also be building and establishing relationships with community partners across Southwest Florida to help establish Legacy Adoption Services as a trusted partner.
- **Independent Work:** Travel across Southwest Florida and flexible scheduling, including being on-call for deliveries, can be demanding—but incredibly rewarding.
- **Emotional Intensity:** The work of adoption is inherently emotional. You will encounter situations that are both heart-wrenching and heartwarming, and it's essential to navigate these with compassion and professionalism.

#### **THE REWARDS**

- **Making a Difference:** Few roles offer the opportunity to have such a direct and lasting impact on the lives of others. The relationships you build and the trust you foster will lead to successful adoptions and changed lives.
- **Spiritual Fulfillment:** This position allows you to live out your Christian faith in your daily work, providing you with spiritual fulfillment and a sense of purpose.



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- **Career Advancement:** The skills and experience you gain in this role will open doors for future career opportunities within Legacy or beyond. Your work here will be a testament to your ability to lead, connect, and inspire.
- **The biggest reward?** Knowing you've made a lasting impact by helping parents and children find stability, love, and family. You'll also develop meaningful connections with clients, adoptive families, and community partners as you advocate for the beauty and empowerment of modern adoption.

### **WHAT WILL YOU GAIN AS A LEGACY ADOPTIONS TEAM MEMBER?**

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#### **A DEEP SENSE OF PURPOSE**

You will be part of a mission that is bigger than any one person. Every day, you will contribute to creating loving families and bringing hope to those in need.

#### **PROFESSIONAL DEVELOPMENT**

Legacy is committed to your growth. We offer opportunities for continuous learning, including training, mentorship, and professional development that will help you excel in your role.

#### **SUPPORT FROM LEADERSHIP**

You will work directly with Legacy's founders, Todd and Tina Dean, who are passionate about the mission and committed to supporting their team. Their leadership is hands-on, and they are dedicated to helping you succeed.

#### **BEING A PART OF A FAITH-BASED COMMUNITY**

You will be part of a workplace that values faith, prayer, and spiritual growth. Legacy is more than just a place to work—it's a community where you can grow in your faith alongside others who share your values.

#### **MAKING A TRUE AND LASTING IMPACT**

The work you do at Legacy will leave a lasting impact on the lives of birth mothers, adoptive families, and the children who find their forever homes. This is a legacy you can be proud of.

*Join Us in Our Mission!*



We invite you to consider joining Legacy Adoption Services as an Adoption Counselor. This is more than just a job—it's an opportunity to make a difference, grow personally and professionally, and live out your faith in a meaningful way. We are looking for someone who shares our passion, our values, and our commitment to serving others. If you believe this could be you, we encourage you to apply and take the next step in your journey with Legacy.

Thank you for considering this unique and rewarding opportunity. We look forward to welcoming you to the Legacy family.