



Major Duties

- Facilitates various group and individual parent education classes, parenting classes i.e. Parent Child Together Classes, court mandated, and other required events and meetings
- Conducts education programs both on site, in the community, or in a family's home
- Enrolls clients and assesses emotional and social needs of families
- Support parents and help them to get their children off to a healthy start through ongoing assessment, education and support
- Provides necessary referrals to outside agencies for assistance in completing goals set by families
- Position may include home visitation duties using Health Families America Model and DHSS contract responsibilities
- Engage families through a strength based approach that encourages the client to see their own strengths and make self-directed efforts at change
- Establish awareness in the community regarding the program and work to ensure families in need have information about how to access services
- May transport residents or clients on the job
- Capable of functioning independently, practicing good judgment and discretion in decision making and promote positive parenting and child development while reducing the risk of child maltreatment
- Demonstrated willingness to work a non-structured flexible schedule which may include evenings and weekends

Qualifications

Strong customer service focus, excellent time management, oral and written communication skills. Independent judgment is required to plan, prioritize and organize a diversified workload with attention to detail. Proficient in Word and email applications. Must be able to work productively and respectfully with individuals and families from diverse cultural backgrounds.

Required Education and Experience

Bachelor's degree in a human service area, family development or related area or Associates degree in Child Development with 60+ college credit hours and a minimum of 2 years' experience working with children and families

Minimum of two years' experience working with children and families and demonstrate knowledge of child development practices

Possess a current, valid Class E driver's license and meet the organizations requirements for insurance.

Preferred Education and Experience

- Working with children
- Working in a trauma informed environment
- Knowledge of trauma and its impacts on healthy development
- Master's Degree