



JOB DESCRIPTION

TITLE

Parent Educator

(Brooke Hancock Family Resource Network-Northern Panhandle Parents as Teachers)

EDUCATION AND EXPERIENCE

- Bachelor's degree in social work or a related field of study with emphasis on early childhood education/development preferred.
- Two or more years of supervised experience working with young children and their parents preferred.

OVERALL RESPONSIBILITY

The Parent Educator will provide in home visitation services aimed at preventing child abuse and neglect while strengthening families and increasing knowledge of child development.

SKILLS AND KNOWLEDGE REQUIRED

- Ability to read, write and speak English.
- Ability to help families develop goals and plans.
- Ability to teach, nurture and empower program participants.
- Ability to recognize families' needs and to acquire resource connections within the community.
- Ability to work independently with a strong personal drive to seek out tasks while also maintaining commitment to teamwork.
- Ability to use computer for entry into database and periodic reporting.
- Physical ability to sit on the floor with participants and to perform activities according to the National curriculum.
- High ethical standards.
- No criminal record or history of child or adult abuse/neglect.
- Valid driver's license, reliable vehicle and car insurance.

RESPONSIBILITIES

- Recruit families for the program in order to maintain caseload capacity.
- Schedule, conduct and document regular home visitation sessions with participating parents/guardians and their children to deliver a curriculum designed to teach basic parenting skills and child development.
- Provide community education related to program.
- Promote community awareness of programs through presentations to community, church, civic and school groups and through use of local media.
- Collaborate with community partner agencies to access services for participating families.
- Complete required paperwork, documentation and grant reports for home visitation and school based programs.
- Attend any required meetings planned by grant giving agencies.
- Other duties as assigned.