

POSITION DESCRIPTION

Position Title: Home Visiting Parent Educator

Supervised by: Thriving Kids Program Manager

Supervision of: Parent Educators/Home Visitors

Position

Summary: Home Visiting Program will serve a critical role in managing the Home Visiting program which supports families of children 0-3 years of age in the areas served by Community Action Agency of Southern New Mexico (CAASNM). As a well-qualified professional in early child development, they will supervise staff and facilitate home visits in an environment where the family members feel both safe and secure. The position provides supportive encouragement, information, and referrals for families that may need to help their children develop optimally during the crucial early years of life. The program uses the New Mexico Home Visiting and Parents as Teachers evidence-based curriculum standards. These standards are to be met with fidelity in both a respectful and best practices approach.

License

Requirements: Valid NM or TX Class D driver's license and must be insurable. It is preferred that applicant uses their own vehicle, and they will be reimbursed for mileage.

Education: Associate Degree in Early Childhood Education, Social Work, Child Development, Public Health, Counseling, or similar field (preferred but not required).

Experience: Two (2) years of experience in home visiting, early childcare, early Head Start or Pre-K classrooms settings preferred. Three (3) years of home visiting experience is required. Strong knowledge of relationship-based practice, ACEs, and reflective practice desired. Experience working with diverse populations in a non-judgmental professional manner preferred.

Skills/Abilities: Self-motivating, while working under the general supervision of the Director. Ability to work with people from all cultural and economic backgrounds. Strong written, oral, organizational, workshop facilitation and public relations skills. Ability to work successfully with all partners and stakeholders. Strong reporting, organizational and case management skills are needed.

Job Description: Serve families with all child development activities in accordance with New Mexico Home Visiting and Parents as Teachers standards and guidelines. Establish safety plans and both short-term and long-term goals with families for their desired life and success paths. Monitor developmental growth with required screenings and assessments with respect to the program requirements. Establish short-range and long-schedules for collaborative facilitation in Group Connections, Family Workshops, or other trainings that meet the needs of community-specific demographics. Oversee each individual family's case and their diverse cultural influences that inform how they raise their children. Maintain awareness of Parents as Teachers National Essential Requirements and the New Mexico Home Visiting Standards and within compliance of HIPAA

regulations. Promote community awareness of the CAASNМ mission, services and programs. Complete any other duties deemed necessary.

Position is subject to Drug and Alcohol testing policy when mandated.