

Front Porch Alliance

JOB DESCRIPTION

JOB TITLE:	Parent Coach (Home visitor) Evenings/Saturday Position
REPORTS TO:	Early Head Start Coordinator
STATUS:	Full time

Description

Front Porch Alliance works together with Kansas City's Eastside children and families to meet their changing needs at home and in school. The Home Visitor Specialist will provide comprehensive visits to families in our program. They will build capacity for resiliency, health, wellness, and parent/child education. This position will also support parents through an intentional partnership as they develop and work toward goals for their children and families.

Responsibilities

- Attends a five-day Parents as Teachers training – Must remain certified while employed.
- Completes weekly, 90 minute, highly individualized, strengths-based home visits using Parents As Teachers curriculum and model.
- Facilitates playgroups (bimonthly).
- Administers developmental screenings and family wellness screenings using approved screening tools.
- Recruits and retains home visiting families; with a caseload of twelve clients.
- Meets the requirements of all funding sources.
- Attends all staff events and ongoing professional learning.
- Maintains and properly submits comprehensive written and electronic records which include, but are not limited to up-to-date contact information, visit records, and family goals as required by federal/state guidelines and administrative regulation (weekly).
- Provides program parents with guidance on home safety, nutrition, effective discipline, constructive play activities, and other related topics.
- Provides information on community and agency services and refers families to community resources that include medical and mental health providers and the interagency network for other services as needed.
- Committed to the mission of Front Porch Alliance
- Provides support at quarterly community events.
- Other duties as assigned.

Qualifications

- Bachelor's Degree, CDA (can be obtained while employed) or equivalent experience.
- 3 years' experience working with Early Childhood Programs and children from birth to age five.

- Strong computer skills, including Microsoft Word and Excel.
- Highest ethical standards and responsibility with confidential information.
- Excellent interpersonal skills necessary for good communications with culturally diverse participants, partners, and supporters.
- Positive, effective, and professional working relationships with staff, clients, and community partners.
- Committed to ongoing professional development of best practices surrounding strength-based approach to families, parenting behaviors, child health and wellness, and other relevant family centered practices.
- Outstanding time management, organizational skills, and follow-through.
- Capacity to problem solve, handle crisis, and work with families and children.
- Must have a reliable car, valid driver's license, auto liability insurance of at least \$100,000, and a good driving record.
- This job requires the Parent Coach to travel to various locations and go in and out of private homes to provide services to parents and children.
- Must be able to lift five to ten pounds on a regular basis.

Hours Full time, salaried. Evenings and Saturdays required.

Compensation Salary range \$40,000-46,000, health insurance, and generous PTO package

APPLICATION INSTRUCTIONS:

Please send a résumé and cover letter to Amanda Balabon,
earlyheadstart@frontporchalliance.org

FPA is an Equal Opportunity Employer.