



## **Family Strengthening Worker / Home visitor**

### **Position Summary**

Family Strengthening Worker (FSW) / Home visitor supports all on-site programs- playgroups, parent education, childcare, cleaning and planning. FSW welcomes, engages and connects with families using the Protective Factors Framework, strengths-based approach, cultural humility and work with a trauma-informed lens. Our work is multi-generational and staff will work with caregivers and children. In programs, we play, sing, have communal meals, connect others and support families in many different ways.

In our home visiting program, FSWs will provide similar services and approaches in either a community setting or in the family's home. This position requires significant independence and self-directed initiatives as well as strong communication skills and solid teamwork with community partners and program staff. Home visitors will work with families to assess needs and develop goals, establish a consistent schedule and provide other necessary support to the family.

### **Responsibilities and Duties**

#### **Program**

1. Provide a welcoming environment to all families and visitors to our programs.
2. Plan, set-up, and implement developmentally appropriate activities for all programs.
3. Provide one-on-one and group support for new families and children
4. Provide and communicate appropriate parental education and child development information.
5. Assists families with the development of skills related to the activities of daily living (including access to healthcare, housing, transportation, and entitlement programs)
6. Assess children and parental needs as they arise in groups, and implement activities or share information to best support families.
7. Protect the privacy and confidentiality of information pertaining to families and children

8. Engage in wrap-up meetings to assess needs of individuals and groups, program planning and any follow-ups.
9. Build positive relationships and communicate in a respectful manner with families, children and the communities in which we serve
10. Collaboration with community partners
11. Performs other duties as necessary in support the organization's programs
12. Support and comply with all The Family Room policies

### **Home visiting**

1. Recruit families for home visiting programs in on-site programs as well as internal and external referrals.
2. Conducting home visits to ensure that the family receives the services they need in their own home or in a community setting
3. Establish a consistent schedule based on the needs of the family.
4. Gather information from conversations, enrollment sheets, and observations to create goals for home visits with home visiting families.
5. Complete record-keeping, communication, case notes, data collection, and other participant documentation
6. Maintain professional boundaries, confidentiality, along with guidance with supervisor and/or program manager.
7. Home visitors will assist families with the navigation of systems and bridge the gaps to help overcome barriers. navigation of systems and bridge the gaps to help overcome barriers.
8. Utilize interpreters to assist families when requested and/or communicating with families.
9. Home visitors should be educated and informed of community support, such as social service agencies, child care resources, adult education programs, housing authorities, and the public library, etc.
10. Helping families connect to appropriate community-based services and resources
11. Provide emotional support and use active listening skills during visits
12. Provide concrete support to families as needed.

### **Qualifications and Skills**

- High school diploma or GED plus two or more years of experience, with college degree desirable, or a combination of education and experience from which comparable knowledge and skills are acquired
- Must have 2 years of home visiting experience
- CPR and First Aid certification or willingness to obtain

- Knowledge and understanding of child development
- Knowledge about community resources available to families
- Ability to converse clearly and comfortably with, and to use tact, discretion and sensitivity in dealing with The Family Room parents and childrens; good informal teaching and counseling skills
- Understanding of respect for cultural diversity and the right of families to make their own decisions
- Ability to work independently and collaborate with other program staff to work as part of a team
- Flexibility and the ability to handle change in a positive manner
- Multilingual preferred
- Must have satisfactory completion of background check
- Ability to travel to various locations
- Valid driver's license with reliable transportation and up-to-date auto insurance coverage.

### **Compensation & Benefits**

This position is full time, 37.5 hours per week. Compensation is \$19.00 per hour or more based on qualifications and experience. An excellent benefit package which includes health, dental and vision insurance, Retirement plan, short term disability, Combined Time Off and paid holidays.

### **How to apply**

Please send a detailed, personalized cover letter and resume to our Executive Director, Josh Miller, at [janetsmuntfamilyroom@gmail.com](mailto:janetsmuntfamilyroom@gmail.com).

### **Working Conditions**

- Travel required
- May work during non-business hours
- May experience:
  - Hostile and emotionally upset clients, family members, visitors, and staff
  - Stress due to demanding profession
  - Exposure to blood-borne pathogens
  - A variety of environmental exposures such as inclement weather, animals, firearms, tobacco use, dust, and other client-based activities and preferences

### **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to

perform the essential functions.

- Regularly required to sit, stand or walk for prolonged periods of time
- Regularly required to talk and hear
- Regularly required to visually observe objects up close and at a distance
- Regularly requires hands to handle or feel and finger dexterity
- Occasionally required to reach or bend
- Infrequent light physical effort is required

### **Mental Demands**

The mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Regularly required to use written and oral communication skills; read and interpret information and documents; analyze and problem-solve; learn and apply new information or skills; perform work on multiple, concurrent tasks with constant interruptions
- Regularly requires demonstrated poise, tact and diplomacy when interacting with those encountered in the course of work, some of whom may be upset

### **Equal Opportunity Employer Statement**

*The Janet S. Munt Family Room values all members of our community. We seek to create an environment that respects and honors the diversity of individuals and their unique contributions to our mission. Many of our programs serve diverse children and families. The Family Room is dedicated to supporting the effective resolution of diversity, equity, and inclusion concerns. We have a Diversity, Equity and Inclusion (DEI) committee. Our DEI community recently held a workshop to build inclusive practices for our staff, and we continue to explore ways to make The Family Room more inclusive.*