



CENTRO LA FAMILIA
ADVOCACY SERVICES
FAMILY SUPPORT CENTER

JOB DESCRIPTION

TITLE: Home Visitor (Full-Time)

Qualification:

Bachelor Degree (BS/BA) in Social Work, Child Development or equivalent units.

Experience:

Minimum two-years experience in home visitation/parent education program. Knowledgeable in family home visitation, parent infant toddler care and close relationship. Work experience in rural community and the ability implement developmentally appropriate lesson plans and curriculum.

Essential Job Functions:

- Provide Home Visitation services to families via Parenting Education AVANCE curriculum.
- Help parents understand and identify the needs of their children, their families, and self by linking them to information among parents, community, and project.
- Schedules and coordinates appointments and activities with participants.
- Link children and families to services additional resources.
- Implements a learning guide sheet of activities and objectives for each toy.
- Makes observations and writes notes of parents teaching the child to use the toy.
- Provide presentations as needed and ability to take lead on projects as assigned.
- Participate in the planning and implementation of agency/department events.
- Pleasant, friendly, easy-going personality that parents can feel comfortable with.
- Ability to work well with others in a team approach.
- Bilingual; Spanish and English
- Keen observer, ability to pick-up on body language, and culturally sensitive to social subtleties, relationships, interaction styles and local community values and mores.
- Ability to create positive energy in individuals and groups, develop realistic action plans realizing time constraints and resource availability, ability to build high morale and commitment to goals and objectives.
- Completes required documentation and information such as participant registration/intake, sign-in attendance forms, monthly reports and “case management” files.
- Communicates to the Parenting Program Manager all needs, issues, and concerns.
- Other duties as assigned

Other Requirements:

- Must be able to work well with others and operate effectively as a team member

- Broad knowledge of community resources
- Good telephone etiquette
- Able to work a flexible schedule
- Transportation and valid driver's license/car insurance
- Department of Justice- finger printing clearance
- Mandated child abuse reporter
- References upon request
- TB Testing Required

Reports to: Family Strengthening Department Manager

Submit Resume to: Angelica Perez at aperez@centrolafamilia.org

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