

## Family Support Specialist

**Worksite Location:** The Dalles; with travel possible throughout Wasco, Gilliam, Sherman, and Wheeler Counties; and partial Hybrid work

**Work Schedule:** Full-Time; 35 - 40 hours per week

**Salary Range:** \$20.33 - \$23.04 per hour

**Reports to:** Healthy Families Supervisor

### Why work at The Next Door?

Because you share our vision of *a supportive community where all children and families are safe, healthy, and valued*. Every day, we work towards making this vision a reality, by having integrity, and by living our core values of being welcoming, just, empathetic, empowering, and flexible. If you like to work in an environment where you'll be learning right alongside our program participants—The Next Door is the place for you!

### Who we are looking for?

We are looking for someone who is *reflective, respectful, intuitive, honest, and self-motivated*. We're looking for someone with experience and humility in working with children and families from diverse cultural backgrounds, who accepts individual differences, and can connect and build trust quickly. We're looking for someone with knowledge of infant and child development, who is willing to engage in building reflective capacity (capacity for introspection, communicating awareness of self in relation to others, recognizing the value of supervision). We're also looking for someone who is detail-oriented, organized, knows how to prioritize tasks, and can work independently as well as being an excellent team player.

### What you will do...

#### **Family Visits (35%)**

- Initiate and maintain regular and long-term (up to 5 years) contact and support with families, primarily through visits to the families' homes.
- Establish trusting relationships with families to promote healthy childhood growth and development and enhance family well-being by reducing risk factors and building protective factors.
- Support parent-infant attachment and parent's understanding of their child's growth and development through interventions that are family-centered and strength-based.
- Introduce and encourage age-appropriate parent-child activities, health and safety topics, utilizing curriculum, and other evidence-based information and activities.
- Administer the Family Resilience and Opportunities for Growth Scale (in-depth assessment during intake), as well as screening tools such as the ASQ, ASQ-SE, Depression Screens etc.
- Partner with parents to set goals of their choosing and create plans to accomplish these goals.
- Help parents connect with other supportive programs and needed resources, such as medical care or financial assistance.

#### **Preparation, Follow-up, Documentation, and Travel (50%)**

- Establish case plans with goals, objectives, and activities to meet individual families' needs based on their initial assessment and subsequent disclosures.
- Prepare curriculum, activities, referrals, etc. for upcoming family visits.

- Record weekly family observations, activities, and demographic data as required using computer software, online data system, and some paper forms.
- Act as a liaison and advocate between families and other community agencies
- Drive to and from visits, as needed.
- Assist Welcome Baby Coordinator as needed to help with recruiting and enrolling new families.
- Other duties as assigned by Healthy Families Supervisor

**Supervision, Training, Meetings (15%)**

**(\*Note: this position requires significant training during the first year of employment, while gradually building a caseload)**

- Participate in 1.5-2 hours per week of reflective supervision.
- Attend staff meetings, team meetings, training, and other meetings as required.
- Participate in special projects as assigned by HV Supervisor or Family Services Program Manager.
- Maintain regular communications with program and agency staff.
- Attend community meetings/events as program representative, as requested.

**Additional Skills and Competencies you'll need...**

- Use professional boundaries with families and appropriately handle sensitive, confidential information
- Ability to communicate clearly by telephone, email, and other written documents
- Strong computer software skills
- Current valid driver's license and auto liability insurance
- Knowledge of parent-infant health and dynamics of child abuse and neglect

**Education, Experience, and Requirements you need...**

- Experience providing services to children and families with culturally diverse backgrounds
- High School Diploma or equivalent required; college coursework, AA, or BA (preferred)
- Knowledge of infant and child development (Infant Mental Health endorsement preferred)
- Spanish (preferred)
- Successful completion of a comprehensive background check

**Benefits:**

- Health benefits (medical, vision, dental)
- Generous PTO (Vacation, Sick, 11 Holidays + Floater Holiday)
- 401(k)
- Dog Friendly
- Training Opportunities
- Jury Duty and Paid Bereavement Leave
- Employee Assistance Program

**Interested?**

**To apply, submit cover letter + resume by ...**

- Email: [recruitment@nextdoorinc.org](mailto:recruitment@nextdoorinc.org)

- Mail: The Next Door: 965 Tucker Rd, Hood River, OR 97031
- Fax: 541-386-5440.

**Disclaimer**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

**The Next Door is an Equal Opportunity Employer, one that appreciates differences and creates opportunities for staff to interact with people who do not look like, talk like, think like, believe like, act like, or live like they do.**