



WORCESTER COMMUNITY ACTION COUNCIL, INC.
The Antipoverty Agency for Central Massachusetts
484 Main Street, 2nd Floor ♦ Worcester ♦ Massachusetts ♦ 01608-1810
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Healthy Families, Family Support Advocate, Full Time (37.5 Hours)

Worcester Community Action Council, Inc. (WCAC) is seeking a full time Family Support Advocate to work in our Healthy Families program. Healthy Families partners with first-time moms and dads to provide coaching and support from pregnancy through the child's third birthday. The successful candidate will be responsible for providing program participants with home visits and resources to help them achieve optimal health, development, family stability, and function in their communities in accordance with a participant generated family goal plan. This person will also co-facilitate group sessions and events for program participants.

Qualifications:

- Minimum High School Diploma or HiSET equivalency. Associate's degree preferred.
- Experience working with infants, toddlers, adolescents, and young families.
- Expressed desire and motivation to provide home visiting services.
- Experience working with diverse populations.
- Demonstrated ability to establish supportive, non-judgmental relationships with others.
- Ability to speak Spanish, preferred.
- Excellent verbal and written communication skills.

Other Requirements:

- Ability to successfully complete a CORI review, biannually.
- Valid driver's license and reliable transportation.
- Physical requirement, ability to climb stairs and lift up to 40lbs.
- Flexible schedule to accommodate program and family's needs.
- Complete all required Children's Trust (CT) and agency orientation and training.

Duties and Responsibilities:

- Work with participant families to coordinate services, report observations, and seek instruction and guidance specific to each family's needs.
- Educate participant families about prenatal care, infant, toddler and adolescent development, family health and nutrition as well as self-sufficiency and safety.
- Assist parents and family members in learning effective interaction and parenting skills with infants and toddlers through positive role modeling and providing current information on relevant topics for the parents.
- Assist participant families to learn parental coping strategies, and to expect realistic accomplishments of their child based on their child's developmental stage.
- Make the necessary referrals to appropriate services, with participants' consent, such as Early Intervention, when ASQ scores are low.
- Support young parents in their social, environmental and health needs by identifying services, community resources and informal networks.
- Assist participant families to identify their individualized goals and objectives and how to plan for successful achievement of their plan. Help them to identify barriers and solutions to overcome the barriers through self-sufficiency or available services or programs.
- Assist with preparation, facilitation, and co-facilitation of group sessions. Provide child care for participant group sessions as assigned.
- Participate in case conferences and coordination, bi-weekly team meetings, and individual weekly supervision.
- Identify new referral sources and recruit new participants for program through community outreach and collaboration with other human service providers.
- Maintain and track participant program contacts by completing required forms and entering accurate data into the Participant Data System (PDS) in a timely manner.
- Respect and maintain confidentiality of all participant information.

Send cover letter and resume specifying position to: Human Resource Department, Worcester Community Action Council, Inc., 484 Main Street, 2nd Floor, Worcester, MA 01608 or via email to hr@wcac.net. **Resumes must be received by April 6, 2018.**

Worcester Community Action Council, Inc. is committed to a policy of equal employment opportunity to all qualified employees and applicants for employment without regard to race, color, sex, age, national origin, religion, physical or mental disability, pregnancy or pregnancy related condition, sexual orientation, gender identification, genetic information, membership in the uniformed services or any other classification which is protected under state or federal law.