

Healthy Families-Family Support Specialist
Department: Healthy Families Illinois
Reports to: Healthy Families Supervisor
Non-Union Position

Provide home-visiting services to eligible families that focus on parenting education, the parent/child relationship, and child growth and development. Services will focus on strength-based and culturally sensitive practice and will include a curriculum to teach parents the communication skills, conflict resolution skills, and coping skills that promote self-sufficiency.

EDUCATION, EXPERIENCE AND SKILLS REQUIRED

- A bachelor's degree in social/health related field or a minimum of two (2) years of experience in a community based social services field or an associate's degree is desired but not required
- Knowledge of child growth and development and assessment as well as experience with a home based program is recommended but not required.
- The ability to assist parents in strengthening the parent/child relationship through role modeling, teaching of positive communication skills, and positive parenting techniques that can help decrease family conflicts in early stages.
- The ability to assist the family in learning problem solving techniques and to advocate for themselves and their children.
- The ability to advocate for all members within the family system keeping in mind the goal is the total well-being of the child and the family system.
- Possess strong interpersonal skills and the ability to relate to individuals respecting their individuality and drawing on their strengths to ease family conflicts.
- Ability to identify ongoing needs, implement appropriate interventions and facilitate referrals.
- Ability to conduct and monitor screening and assessments of all family members and modify individual plans as necessary to address deficits.
- Ability to document in a clear concise manner.

ILLUSTRATIVE EXAMPLES OF WORK

- Thorough home visiting services (as established by the program guidelines)
- Facilitate and support the parent/child relationship.
- Listen to parental concerns and observations.
- Respect family values and culture.
- Assist the family to learn how to develop consistent and appropriate solution-focused problem solving skills by helping them create an Individual Family Support Plan (IFSP) according to the program guidelines.
- Assess, facilitate and promote positive child growth and development; become trained and administer the Ages and Stages Developmental Screening.

- Provide information (regarding communication skills, conflict resolution, coping, child development, discipline, etc.) from MCPHD HFI approved curriculums, model solution-focused problem solving skills, and make appropriate referrals to community resources; including but not limited to support for ongoing linkage with FCM/WIC and the coordination of developmental screening with FCM/WIC.
- Perform outreach activities to families who have been identified as eligible for the HFI program, but who have not agreed to enroll or to families who have enrolled but for one reason or another have disengaged from the program.
- Report any suspected child abuse/neglect to DCFS.
- Maintain appropriate documentation that outlines the services provided to the family and helps to facilitate quality assurance.
- Attend required weekly supervisory and monthly staff meetings.
- Acknowledge and advocate for self (to avoid burnout, to obtain career development and additional supervision).
- Receive immediate training on HIPAA policies and procedures.
- Willingness to be cross-trained to provide other integrated services as needed.
- Performs other duties as required or assigned.
- Has read, reviewed and agrees to work and support the mission statement of the MCPHD.
- Satisfactorily completes and attends trainings required for job responsibilities.