

Parent Educator Job Description

Standard 14

QUALIFICATIONS:

- College degree in early childhood education or a related field of study preferred
- Supervised experience working with young children and their parents.
- Alternatives to the above qualifications as the program finds appropriate and acceptable in accordance with the funding guidelines and PATNC expectations.
- Strong communication and interpersonal skills
- Ability to establish rapport with families and empower them by building their strengths
- Strong organizational and record keeping skills
- Ability to work independently and be self-motivated
- Computer skills

Core Competencies:

- Practice a strength-based family support and parenting education approach to support the growth of parents' capacities through research-based methods and principles.
- Knowledgeable about child and parent development and skilled in fostering positive parent-child interactions.
- Demonstrate respect for diverse needs and characteristics of families and understand the influence of varied family systems, culture, socioeconomic status in child rearing practices and school readiness, especially those demonstrated by those represented in the service population of TFC. Standard 29.01 bullet 2
- Assist parents in establishing healthy and safe environments and parenting practices that promote the optimal development of children.
- Strengthen families by building partnerships, connecting parents to supports, and fostering parent engagement and leadership in schools and other community organizations.

Requirements

- Successfully complete the *Foundational and Model Implementation* trainings and certification as a Parent Educator prior to providing service to families.
- Complete training in ASQ3, ASQ:SE Developmental Screening within six months of hire.
- Maintain current certification as a Parent Educator, by completing the required professional development hours for years of service.

ESSENTIAL FUNCTIONS:

The role of the Parent Educator includes the following:

- Provide parent education and family support through regular personal visits and group connections implementing the Parents as Teachers Born to Learn and/or *PAT Foundational Curriculum* and other curricula as appropriate for program service components
- Establish trusting relationships to collaborate effectively with individuals and families from a wide range of backgrounds, cultures, and perspectives
- Assess family needs and provide developmentally appropriate information, guidance, and support to parents.
- Support and enhance the work of The Family Connection.
- Represent The Family Connection at various community events supporting families and/or young children.

- Collaborate with and link families to services offered by other community programs and organizations.

General Responsibilities

- Provide services in a culturally competent manner;
- Use appropriate methods of support and establish professional boundaries with families;
- Observe and understand child, individual, and family functioning;
- Identify and build on strengths and family priorities;
- Assess needs, risks, and safety;
- Recognize and address problems related to substance use, mental health, domestic violence, and child abuse and neglect;
- Promote respect and encourage independence in families;
- Know and follow the code of ethics of PAT, TFC, WPH; standard 19.01
- Serve the number of families determined by program guidelines including successful completion of face-to-face visits and group meetings.
- Complete all required documentation regarding home visits, attendance records for group meetings and other Family Connection events, screening summaries, and all essential records required by the program, in a timely and comprehensive manner.
- Actively recruit families to participate in the program.
- Participate in reflective supervision with The Family Connection Coordinator and engage in setting personal goals for self-development.
- Engage in on-going learning about issues related to cultural sensitivity and competency.
- Participate in reviewing and analyzing results of evaluation tools used by program.
- Attend scheduled staff meetings and in-service trainings
- Maintain national certification with Parents as Teachers
- Follow agency policies and procedures

Personnel providing parent education services in a group setting have the competencies needed to:

- Engage and motivate group members;
- Understand group dynamics;
- Lead discussions and facilitate group activities
- Collaborate effectively with individuals and families from a wide range of backgrounds, cultures, and perspectives;
- Provide services in a culturally competent manner;
- Promote respect and encourage independence;
- Educate individuals and families about child development, child rearing, and positive personal development; and
- Recognize family needs and collaborate with community providers.

PERSONAL CHARACTERISTICS:

- Develops trusting relationships with parents as a model for parent-child relationships.
- Uses appropriate work-related behavior, dress, and attitude toward fellow professionals.
- Establishes and maintains appropriate professional relationship with families.
- Adheres to required confidentiality practices.
- Monitors and manages a healthy balance between personal and professional relationships.
- Uses time and resources effectively to manage personal stress and meet job requirements.