



## POSITION ANNOUNCEMENT

### Healthy Start Case Worker

### July 16, 2019

Family Service of the Piedmont is a not for profit agency whose mission is to promote healthy lives and relationships for children, families and individuals, through early intervention, treatment and support in times of crisis or transition.

The agency is seeking a Healthy Start Case Worker to provide in-home education and support to families with risk factors who are expecting a child or include a child 18-24 months or less in age.

#### **Responsibilities and Accountabilities:**

1. Provide direct services to families enrolled in the Healthy Start program
  - Complete assessments
  - Complete developmental questionnaire
  - Provide information and activities designed to develop positive parenting skills and healthy children.
2. Assist in development of service plans
  - Works with families and Supervisor to determine family needs
  - Write intervention goals with clients, update goals as needed
  - Works with other agencies to coordinate services
3. Refer program participants to other community agencies and programs
  - Advocates for services
4. Maintain reliable transportation to meet home visiting schedule
5. Provide timely documentation of services provided including: case notes, progress summaries, logging data and other documentation as needed.
6. Accurately, and in a timely manner, completes weekly, monthly, and quarterly reports
7. Participates in activities promoting professional growth
  - Attends all staff meetings and required training
  - Participates in training opportunities. Seek out and participate in service-related training opportunities.
8. Represents the program and/or agency in community events, agency committees or meetings and advocates for new referrals for the program.
9. Assists with educational workshops for Healthy Start participants.
10. Performs other duties or assignments as may be needed for effective Program or Agency functioning

#### **Qualifications:**

1. The ability to respond appropriately to the cultural differences present among the organization's service population and staff is required.
2. Ability to work in partnership with other team members.
3. Ability to forge a mutually respectful partnership with persons served and their families in which they are helped to gain the skills and confidence to address any issues and problems they face.
4. Conviction about the capacity of people to grow and change.
5. Ability to set limits and maintain the helping role of the practitioner and to intervene appropriately to meet the needs of the persons served or other family members
6. Experience working effectively with people, especially parents and children.
7. Bi-lingual (English & Spanish) preferred.
8. Bachelor's degree in human services or related field.

Send resume and letter to:  
Human Resources  
Family Service of the Piedmont  
902 Bonner Drive  
Jamestown, NC 27282

**FAMILY SERVICE OF THE PIEDMONT IS AN EQUAL OPPORTUNITY EMPLOYER**