

Bastrop County Cares- Scope of Work for Early Childhood Community Health Worker

Job Classification: Contracted position

Compensation: \$500 per month, 10 hours per week

Reports to: Director of Early Childhood Programs

Certification: Willingness and commitment to go through training to become a Certified Community Health worker through a state certification program.

Job Purpose: An individual with a deep desire to engage parents and caregivers to participate in activities with the Bastrop County Early Childhood Coalition, including initiatives, sub-committee work, and home visiting programs. Also, to facilitate delivery of information, parenting tips, community agency referrals, resource connections, and support to parents and caregivers of young children in order to improve outcomes for vulnerable children under5 or entering kindergarten and their families.

Resumes and inquiries to be sent to: Veronika@bastropcares.org

Key activities include:

- Liaison with Bastrop County Cares staff and parents recruited to programs and initiatives using a warm hand-off method to new home visiting staff or committee members.
- Perform an active role in the Bastrop County Early Childhood Coalition (ECC) by encouraging other parent voices in the community to participate in all ECC meetings, committee meetings, initiatives, community outreach, and projects.

- Support and facilitate families' participation in the home visiting programs and Early Childhood Coalition as a whole.
- Inform Director of Early Childhood Programs and Program Managers of needed materials, activities, and resources requested by newly recruited families.
- Provide community outreach, interacting with parents and children in community settings and attending community events to promote services provided in the community for children and families.
- Build positive relationships with children, parents and service providers.
- Engage parents and caregivers to play an active role in all aspects of the Early Childhood Coalition and its community partners, including implementing parent forums and volunteer opportunities.
- To ensure all families in the area receive regular information about community partner services and activities.
- To ensure that the needs of children and families from different racial, cultural and religious communities are identified and to ensure equality of opportunity in the services provided.
- To contribute to all team, operational, governance and other meetings as appropriate, producing reports as necessary.
- To provide detailed records for all outreach work undertaken and to provide comprehensive reports for other professionals on the work undertaken.
- Follow all BCC policies and procedures as required and CHW guidelines.

- Other duties as assigned.

MINIMUM QUALIFICATIONS:

- Applicants must be at least 18 years of age at the start of the employment.
- Applicants must be a current or former parent of young children.
- Experience working with children and parents.
- Applicants must be willing to work as a team, solve problems, and can organize information.
- Familiar with Google, Facebook, Gmail, etc.
- Experience and sensitivity in working with multicultural communities with diverse backgrounds.