


# POSITION ANNOUNCEMENT

	Division: Parent Educator - Parents as Teachers	Category:
	Subject: Job Posting	Contract
	Effective Date: As soon as filled	Position: Contract – 21 hours per week

General Description:

POSITION: Parent Educator

REPORTS TO: Great Start Collaborative Director

PERIOD OF POSITION: As contracted

POSITION PURPOSE: To provide supports to local families with young children ages 0-5 enrolled in Parents As Teachers home visiting program using the research - based model.

ESSENTIAL DUTIES: The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Provide professional parent instruction and delivery of information to district families implementing the curriculum provided by the Nation Parents As Teachers National
- Maintain case assignments, including but not limited to: scheduling visits with families, completing case updates and personal visit records, and participating in regular Reflective Supervisor
- Facilitate playgroups and other group connections
- Collaborate with outside organizations/agencies to enhance early childhood programming
- Coordinate services with other community programs with similar purposes
- Support and enhance the existing PAT program
- Represent the program at various community events intended to support families and/or young children.
- Support and value education and the philosophy and mission of the Great Start Collaborative and Parents as Teachers.
- Exhibit mentoring and leadership skills to parents to increase their involvement in their children's success.
- Other duties as assigned.

QUALIFICATIONS AND SKILLS: Following are the necessary qualifications and skills to be successful in the Parent Educator position. Strong candidates possess the majority of these skills and show willingness to build where skills may not be as strong.

- Earned minimum of 60 hours of college credit, degree preferred. (Early Childhood education, psychology, social work, or related field of study)
- Computer skills including use of: Internet Browsers, Outlook, Word, Excel, Zoom, and other programs as required.

**Sanilac County Health Department is an Equal Opportunity Employer. In compliance with the Americans With Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.**

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- Experience facilitating meetings and working with groups
- Strong interpersonal skills with significant focus and enjoyment working families and young children; especially babies, toddlers and preschoolers and has strong interpersonal skills
- Effective verbal and written communication skills
- Self-motivated and ability to work independently and on a team to complete tasks
- Demonstrated problem solving skills
- Willingness to adapt to change
- Ability to work positively with families and
- Willingness to travel throughout the county.
- Willingness to attend meetings and trainings

**COMPENSATION: Grant funded position paid twice monthly (hourly rate dependent on experience and education)**

### **Special Requirements**

Valid Michigan driver's license

### **Applications**

Please send letters of application and resumes to Bryant Wilke, Health Officer, Sanilac County Health Department, 171 Dawson Street, Suite 123, Sandusky, MI 48471

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