Employment Opportunity

Location of Job:	Sodus, NY- Wayne County NY
Employer:	Finger Lakes Community Action (formerly Wayne County Action Program)
Program Name:	Healthy Families of Wayne County
Job Title:	Family Resource Specialist/Family Support Specialist (4 positions)
Description of Duties:	• Demonstrate competency to implement home-based learning experiences, building respectful, culturally responsive, and trusting relationships with families. • Offer complete visits with the frequency stated in the Healthy Families Best Practice Standards. • Perform required formal family and child assessments, per Healthy Families Best Practice Standards. • Refer families as needed to other resources, and follow-up as needed. • Plan, schedule and evaluate family events • Maintain the MIS database with accurate and up to date data. • Actively participate in the recruitment of families, including outreach, marketing and evaluation of strategies used. This will include occasional weekends and or evenings. • Protect and support the needs of HFWC children and families by becoming aware of the physical and behavioral signs of child abuse, neglect, and maltreatment, reporting all 1 suspected cases of child abuse, neglect, and maltreatment, become familiar with HFWC procedures for reporting suspected cases of abuse, neglect, and maltreatment. • Attend required staff meetings, training, or conferences. • Maintain scheduling flexibility and availability to meet families and program needs. • Build relationships with referral sources and possible referral sources. • Maintain the program confidentiality policy in all matters. • Demonstrate cohesive and effective communication skills, striving to work with others in a team approach.
Hours:	37.5 hours/week 8am-4pm Full time benefits available
Salary:	$17-$19/hour
Minimum Requirements:	High School Diploma

Preferred Requirements:	Bilingual English/Spanish please apply
Contact Information:	https://www.fingerlakescommunityaction.org/careers **contact Rosanna at rosanna.roberson@waynecap.org**
Deadline for Resumes:	Open until filled