**Join our Team**

The Nurturing Families program at the East Shore District Health Department is seeking two Family Support Providers

**General Statement**

The primary responsibility of this position is to conduct home visits with vulnerable families for the purpose of providing research-based child development information, early literacy information, and support positive parent-child interactions, as well as conducting developmental screenings to promote school readiness, healthy pregnancies, and healthy birth outcomes. A varied schedule may be required, including nights and weekends, and travel as necessary.

# Distinguishing Characteristics

This position requires knowledge of child growth and development. Excellent interpersonal skills, strong organizational skills, and the ability to model positive parent-child interaction. Must have comfort in making home visits in a variety of private homes and community environments. Computer skills including Microsoft Office and Word are required. Knowledge of the Healthy Families America Model, the Parents as Teachers® curriculum, and the Early Childhood Information System is a plus.

# Essential Duties and Responsibilities

**Serves as a Family Support Provider**

* Conduct family assessments.
* Assess parental support, child development, and home environment for the purpose of developing an individualized plan to assist parent(s) in parenting skills and interaction with the child to enhance skill acquisition and prevent instances of child abuse and neglect.
* Conduct visits in client homes, the community, and virtually as needed.
* Coordinate parent activities to provide enrolled families opportunities to network with other parents and enhance overall parenting skills including self-esteem, nutrition practices, parent-child interactions, etc.
* Maintain a variety of confidential records for the purpose of ensuring documentation for future reference in accordance with administrative and legal requirements.
* Participate in various meetings (e.g. advisory board, in-service training, department meetings, professional development, etc.) for the purpose of collaborating with other personnel, conveying and/or gathering information required to perform functions, recruiting families and/or addressing professional development requirements.
* Prepare written materials (e.g. reports, memos, letters, etc.) for the purpose of documenting activities, and/or conveying information.
* Provide parents with information regarding child development, childcare, child safety, behavior management techniques, positive parenting practices, and their role as their child’s first teacher.
* Understand and promote secure attachment between parents and their children.
* Demonstrate interactive parent-child activities and encourage parents to practice activities on a regular basis.
* Demonstrate and model appropriate child development activities to promote parent knowledge and skills.
* Connect families to other resources in the community (e.g. WIC, SNAP, job training, etc.) as needed.
* Support families in achieving their goals (e.g. finding employment, returning to school, breastfeeding for the first year, attending the child’s or their own medical appointments, etc.).
* Engage in outreach within the community to both promote the program and increase referrals.

The above essential duties and responsibilities are not intended as a comprehensive list; they are intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may be required to perform additional related duties.

**Knowledge, Skills, and Abilities**

Knowledge of

* Infant/child development and parent-child attachment.
* Community services and resources in the communities we serve (DCF defined Region 2).
* Parents as Teachers ® curriculum is a plus.
* Health Families America is a plus.

Ability to

* Interact well with others.
* Establish trusting relationships.
* Acceptance of individual differences.
* Use humility in work with culturally diverse families.
* Utilize reflective supervision.
* Work collaboratively with diverse organizations and interests to organize and facilitate parenting events/groups.
* Understand the planning process.
* Use tools and educational activities as appropriate.
* Operate computers, software applications, websites, social media, and other business technologies and use a variety of software.
* Communicate effectively orally and in writing.
* Prepare clear and concise case records and reports.
* Make decisions, prioritize daily appointments as needed.
* Consistently produce accurate work.
* Make adjustments and changes to the daily assignment as needed.
* Establish and maintain effective working relationships.
* Work with others and to work independently (as a self-starter).

**Licenses; Certifications; Special Requirements**

* Must possess and maintain a valid driver’s license. Use of one’s personal vehicle is required with mileage reimbursement.
* Must possess and maintain all applicable public health certifications as required by the State of Connecticut.
* May be required to obtain additional certifications as a result of legislative requirements.
* Obtain other Federal and State certifications and licenses as applicable by industry professional standards.

**Physical Demands and Working Conditions**

Work is performed in an office environment and may include various community settings with travel to outside district sites. Candidate must have the ability to reach and bend, and push/pull or lift objects less than twenty (20) pounds. Work may be performed outside of normal business hours to respond to emergency situations and/or educational forums performed in the evening or on weekends. Candidate may be exposed to body fluids, hazardous waste materials, toxins, and/or poisonous substances.

**Minimum Qualifications**

* Associate’s degree in Early Childhood, Human Services, or related field and two years of relevant supervised work experience required. Bachelor’s degree preferred.
* Spanish and English fluency – written and spoken – preferred.
* Computer skills, including knowledge and proficiency in Microsoft Office.
* Background check and drug screening required.
* Maintenance of required certifications as appropriate shall be a requirement for the employee to remain in this position.

**HOW TO APPLY:**

Please send a letter of interest and a copy of your resume to [dpopkin@esdhd.org](mailto:dpopkin@esdhd.org)

This is a grant-funded position, and the pay range for this position depends on qualifications. Applications will be taken until the position is filled. Equal opportunity employer - women, minorities, veterans, and people with disabilities are encouraged to apply.

Please note that only candidates selected for an interview will be contacted. Due to the volume of applications, we are sorry that phone calls cannot be returned.

New Position August 26, 2025