



Job Description

Communities In Schools of Catoosa County

Parent Educator

Position Summary:

A certified parent educator implements the PAT model, emphasizing parent-child interaction, development-centered parenting and family well-being in their work with families. Utilizing the PAT Foundational Curriculum in culturally sensitive ways, the parent educator partners, facilitates and reflects with families.

Specific Duties:

PAT

- Provide parent education through personal or group visits to families implementing the PAT curriculum in home or in designated place as scheduled
 - To include "Pull, Travel, Perform and Document"
 - Assist in planning and providing monthly group Connection meetings
- Engage in recruitment activities (as applicable)
- Complete an initial and annual family-centered assessment with each family
- Develop, monitor and review goals with each family
- Plan, provide and document personal visits focused on parent-child interaction, development-centered parenting and family well-being
- Use the PAT Foundational curriculum to share research based information with families
- Provide group connections to give families an opportunity to build social connections with each other, engage in parent-child interaction activities, and increase their knowledge of ways to support children's development
- Complete at least an initial and annual developmental screening and health review for each enrolled child
- Connect families to resources that help them reach their goals and address their needs
- Help parents and children transition to other services as needed, to preschool, or to kindergarten
- Maintain and submit in a timely way all required family and program documentation
- Organize and inventory supplies/materials, etc
- Participate in at least 2 hours of reflective supervision monthly and at least 2 hours of staff meetings monthly
- Obtain competency-based professional development and renew parent educator certification annually. Participate in continuous quality improvement

CIS

- Support Various CIS Planning Processes
- Assist With all Aspects of Fundraising, Events, Partnerships, Grant Writing, etc. taking on roles as assigned by Fundraising Event Chair
- Represent CIS at Training, Various Speaking Engagements, Community Meetings, etc. as requested
- Always have CIS antennae on. Be looking for any opportunity to establish a new partner, financially or otherwise

Qualifications:

- High school diploma or college degree in early childhood education or a related field of study preferred in addition to supervised experience working with young children and their parents.
- Strong communication and interpersonal skills (e.g., nonjudgmental, objective, reflective, empathic, patient, tactful, etc.)
- Ability to establish rapport with families and empower them by building on their strengths
- Strong organizational and record keeping skills
- Ability to work independently and be self-motivated (often in the field)
- The parent educator must complete the Parents As Teachers Foundational and Model Implementation trainings before delivering PAT services. Within 30 days of employment.
- Good computer/internet skills.
- Vehicle available for travel to and from home visits, meetings and other job related duties.
- Sensitivity to needs of youth and diverse ethnic populations.

Reports to: Parents As Teachers Supervisor