



DULCE Family Specialist

Role Summary

The Family Specialist, who will be embedded in the Pediatric home and employed by the Parent Child Center, will provide health and wellness support as well as education to families. The Family Specialist will work to provide better understanding for families regarding their child's health and serve as a connector for families to community resources. As part of the daily responsibilities, the Family Specialist meets with families at routine well-child and acute care visits. They provide periodic check-ins between medical provider encounters via phone, text, email, or by offering home visits. The FS will also serve as an advocate for families needs and concerns to the pediatrician.

During visits, the Family Specialist utilizes evidenced-based education and nationally approved guidelines to ensure that families are supported in caring for their children and adhering to the recommended plan of care. The Family Specialist also connects families to services supporting unmet economic, social, and legal needs. Vital to the role of the Family Specialist is responsibility over data collection, performing patient documentation in the EHR, and participating in quality improvement activities, training, and national meetings as needed.

Key Responsibilities

- Meet with families at routine well child visits and telephone check-ins, supporting the parent-child relationship, providing information on child development, and supporting unmet social needs by coordinating referrals for concrete supports.
- Provide ongoing parent/newborn support through phone, text, email and community visits with a focus on parental and cultural strengths.
- Continually assess the need for additional resources for the family, especially relating to developmental concerns by building strong, honest, trusting partnerships with families that can address concerns in a supportive manner.
- Collaborate with the legal partners to ensure families are provided concrete supports.
- Administer screening tools to ensure that families are supported in caring for their infants and adhering to the recommended plan of care.
- Engage in individual reflective supervision sessions.
- Timely data entry into patient records and the DULCE Family Specialist Data Collection Template.
- Prepare for and participate in weekly case reviews with the DULCE Interdisciplinary Team.
- Participate in monthly team CQIs meetings.
- Participate in DULCE TA and quality improvement activities.
- Participate in outreach and community events.
- Participate in related training and workshops.

- Perform other related duties as assigned or requested.
- Strictly adhere to policies which ensure patient confidentiality

Qualifications

- Commitment to improving infant and family health through innovative approaches that address the SDOH/HRSN.
- Commitment to equity and reducing disparities based on race, ethnicity, immigration status, sovereignty, gender, sexual orientation/gender identity, and socioeconomics.
- Desire to understand the concepts of institutional and structural racism and bias and their impact on the health of underserved communities.
- High school diploma or GED. Prefer Associate's degree or higher in child development, public health or a related field.
- Minimum of 2 years working with young children (especially newborns) and their families.
- Working knowledge of Microsoft applications such as Word and Excel.
- Share a similar sociocultural background with the community and/or have similar lived experience with those in the community.
- Those who are bilingual are encouraged to apply.

Working Conditions & Compensation

Work Hours: Full time, 40 hours a week

Will be housed mainly within the Pediatrician's office (Community Health Center Burlington).

Will be oriented at the designated Parent Child Center (The Janet S. Munt Family Room)

Hourly Wage: \$24-\$26 per hour(based on qualifications and experience)

Benefits: Health, Dental & Vision Insurance, CTO(Combined Time Off) and paid holidays, Retirement plan

How to apply

Please send a detailed, personalized cover letter and resume to our Executive Director, Josh Miller, at careers@thefamilyroomvt.org. Applications will be accepted until the position is filled.

Equal Opportunity Employer Statement

The Janet S. Munt Family Room values all members of our community. We seek to create an environment that respects and honors the diversity of individuals and their unique contributions to our mission. Many of our programs serve diverse children and families. The Family Room is dedicated to supporting the effective resolution of diversity, equity, and inclusion concerns. We have a Diversity, Equity and Inclusion (DEI) committee. Our DEI community recently held a workshop to build inclusive practices for our staff, and we continue to explore ways to make The Family Room more inclusive.