

Job Description DuPage Regional Office of Education

Title: Parent Educator/ Home Visitor

Early Childhood-Parents as Teachers (PAT)

Qualifications: Bachelor's degree in early childhood education, social work, health, psychology or a related field

Strong communication and interpersonal skills. 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 Valid Illinois driver's license Proficiency in technology. Bilingual strongly desired.

Function: Parents as Teachers promote the optimal early development, learning, and health of children (birth to three years) by supporting and engaging their parents and caregivers. A Parent Educator implements the Parents as Teachers model by providing personal visits (typically held in the home) emphasizing parent-child interaction, development centered parenting, and family well-being in their work with families. Utilizing the Parents as Teachers Foundational Curriculum in culturally sensitive ways, the parent educator partners facilitate and reflect with families. The parent educator must complete the Parents as Teachers Foundational and Model Implementation Trainings before delivering PAT services.

Reports to: Parents as Teachers Program Director

Salary: \$46,800

Employment: Full Time – 12 months, 210 days

Job Description/Responsibilities:

1. Engage in recruitment activities in the community.
2. Plan, deliver, and document personal visits for a full time caseload of 16 families
3. Use the PAT Foundational Curriculum to share research-based information with families
4. Provide family support in a nonjudgmental, reflective, and empathic manner
5. Organize and host group connections to give families an opportunity to build social connections
6. Complete development screening and health reviews
7. Connect families to resources that help to address their needs and reach their goals
8. Help parents and children transition to other services as needed, preschool or kindergarten
9. Maintain and submit in a timely way all required family and program documentation
10. Organize and inventory supplies/materials, etc.
11. Participate in at least 2 hours of reflective supervision monthly
12. Participate in at least 2 hours of staff meetings monthly
13. Obtain competency-based professional development and renew parent educator certification annually
14. Participate in continuous quality improvement
15. Other activities as assigned.

2023