

# Lower Hudson Valley Perinatal Network

*Serving Dutchess, Putnam, Rockland & Westchester Counties  
A Program of the Children's Health and Research Foundation, Inc.*

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## **POSITION DESCRIPTION HEALTHY FAMILIES ROCKLAND COUNTY (HFRC) FAMILY RESOURCE SPECIALIST (Full-time position)**

Working together with its partners The Lower Hudson Valley Perinatal Network (LHVPN) advocates for and educates consumers and professionals about maternal, child and family health. LHVPN also mobilizes the community, to eliminate disparities, and improve the health of women, children and families in New York's Lower Hudson Valley, which includes Dutchess, Putnam, Rockland & Westchester counties.

**Reports to:** Healthy Families Rockland County Program Supervisor

### **Position Summary**

The Healthy Families Rockland County Family Resource Specialist supports expectant and new parents to get off to a great start on their parenting journey by conducting outreach and screenings to identify pregnant or newly parenting caregivers eligible for home visiting services; building partnerships with community service providers and exploring resources with families to address challenges and promote healthy pregnancies, childhoods, and family development. The Family Resource Specialist utilizes various assessment tools to determine eligibility. The goal of Health Families Rockland County is to support positive parent-child bonding, promote child and family health and development and enhance family resilience.

Healthy Families Rockland County (HFRC) is a comprehensive prevention home visiting program that supports positive parent-child bonding, promotes child and family health and development and enhances family resilience respectful of cultural and community diversity.

### **Duties and Responsibilities**

- Reviewing hospital or clinic records.
- Completing record screens when necessary.
- Interviewing parents, preferably prenatally and/or immediately after the birth of their child.
- Providing information and referral services.
- Maintains close professional relationship and liaisons within target area. Builds, encourages and supports partnerships and collaborations among all key stakeholders within target area including but not limited to: medical providers, community organizations, schools, local businesses and government agencies.
- Establishing a trusting relationship with families.
- Providing prenatal and other health education.
- Assisting to strengthen parent-child relationships.
- Performs other duties as requested.

**Serving the community for more than 10 years**

*LHVPN was originally organized in 2004 by the Maria Fareri Children's Hospital Regional Perinatal Center with March of Dimes funding.  
LHVPN is currently a program of the Children's Health and Research Foundation, Inc. a non-profit 501c3 organization.*



## **Skills and Qualifications**

High School diploma/GED with experience working with, or assisting, high/at-risk children and families in a community setting. Some experience working with or providing services to children and families.

- Ability to observe and report accurately on the functioning of individuals and families.
- Strong listening skills.
- Ability to establish trusting relationships and work effectively with mothers, fathers, and extended family.
- Ability to identify family strengths and foster self-sufficiency and independence in families.
- Knowledge of maternal-infant health and infant and child development.
- Emotionally mature and capable of exercising judgment.
- Ability to handle stressful situations.
- Knowledge of community resources.
- Successful parenting and/or child care experience.
- Belief that children need to be nurtured.
- Respect for and sensitivity to the needs and rights of others, including those with differing cultural, racial, sexual, or ethnic identities.
- Recognizes the value of supervision.
- Ability to work in a team environment
- Good written communication and computer skills, knowledge of Microsoft Office Suite (e.g., Word) at a functional level.
- Bilingual English (Spanish or Haitian Creole or Yiddish) a plus.

## **Other Conditions of Employment**

- A valid driver's license and reliable personal transportation is highly desirable to fulfill job requirements.
- Must have schedule flexibility to include occasional early morning, evening, and weekend meetings/activities.
- Ability to meet the following physical requirements with or without reasonable accommodation:
  - Walk, bend, kneel, and reach;
  - Lift 20 – 30 pounds;
  - Conduct both outdoor and indoor activities, in both warm and cold temperatures.

## **Salary and Benefits**

CHRF, Inc./LHVPN offers a competitive salary and comprehensive benefits package.

All qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sexual orientation, disability or marital status.

## **To Apply**

Please submit your resume, cover letter and salary requirement by **January 31, 2019** to: Cheryl Hunter-Grant, Executive Director, [Hunter-GrantC@lhvpn.net](mailto:Hunter-GrantC@lhvpn.net) indicating ***“HFRC Family Resource Specialist – your name”*** in the subject line.