

Dickinson-Iron District Health Department

Family Support Worker

General Summary of Duties:

The Family Support Worker is responsible for initiating and maintaining (at least weekly) and long-term (up to five years) contact/support with families. This activity will primarily occur within the families' homes; each visit lasting at least an hour. The interventions should be family-centered and strength-based. The family support worker will be under direction of the Community Health Services Director and the Program Coordinator. This position will provide services to both Dickinson and Iron Counties/

Essential Duties and Responsibilities:

1. Establishing a trusting relationship with assigned families
2. Assist in strengthening the parent-child relationship
3. Assist parents in improving their skills to optimize the home environment
4. Work to strengthen support systems for families
5. Work to improve the family's ability to problem solve and assume the role of advocate for themselves and their children.
6. Identify and refer for contact/appointments at other supportive agencies, including health care appointments.
7. Responsible for assisting the family in establishing goals and plans to accomplish these goals
8. Assess of normal growth and development of the target child
9. Maintains adequate records and reports while following agency HIPAA guidelines.

Knowledge, Skills, and Abilities:

1. Maturity and experience in successfully working with children (0-3 years of age) and their families
2. Knowledge of normal child growth/development and parent-child relationships
3. Ability to relate to families from a strength-based model even in an apparently chaotic family environment; ability to approach families from a family-centered model
4. Demonstrate motivation and ability to learn and practice basic support skills
5. Available to families after-hours on an emergency basis
6. Non-judgmental
7. Creative and knowledgeable about community resources

8. Enjoys and functions appropriately with long-term, ongoing projects; doesn't need immediate feedback or results for personal validation
9. Ability to establish and maintain personal/programmatic boundaries, while providing supportive services.

Employment Qualifications

Education: A minimum of an Associate's degree in Human Service field preferred

Experience: Preferred but not required.

Other Requirements:

Completion of Certification/Training provided by Healthy Families of America; training costs covered by Dickinson-Iron District Health Department

Possession of a valid driver's license.

The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria

Physical Requirements: This job requires the ability to perform the essential duties and responsibilities contained in this description. These include, but are not limited to, the following requirements. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements:

- Sufficient mobility to work in a normal office and community environments.
- Ability to climb stairs.
- Ability to perform tasks involving physical activity which may include lifting, bending, stooping, standing, and pulling using appropriate body mechanics.
- Sufficient vision to read printed materials and computer screen.
- Hearing and speech sufficient to communicate in person and over the telephone.
- Ability to lift and carry up to 25 lbs.
- Ability to access office files.
- Ability to travel throughout the District (Dickinson and Iron Counties) and State to various locations.

Working Conditions:

- Works primarily in indoor locations including community settings and client homes.

- Provides own transportation while traveling within and outside the served counties.
- Travels throughout the District (Dickinson and Iron Counties), and periodically the State of Michigan, in all kinds of weather.
- Requires universal precautions when in contact with communicable diseases, blood, and other bodily fluid.

I have read and understand this job description, the physical requirements of the position, and understand that evaluation of my job performance may be wholly or partially based on the essential functions of the position.

I certify that I am able to perform the physical requirements of the position [with] or [without] (circle one) accommodation.

I declare to the best of my knowledge that I am free of communicable disease and agree to be skin tested for tuberculosis or any other communicable disease testing that may be required as a condition or continued condition of employment with the department. The department will pay for the costs of all such tests.

Employee Signature

Date

