



**JOB TITLE:** Parents as Teachers Bilingual Family Educator

**STATUS:** Full-Time Non-Exempt

**Job: Code: BFE - 0325**

**Date:** March 2025

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The Bilingual Parents as Teachers (PAT) Family Educator supports Spanish speaking families in our community who are parenting children from prenatal to kindergarten entry and are facing one or more family stressors. The educator will build a strong relationship with each family to enhance the quality of parenting, increase each parent's understanding of child development, and support the parents in helping their child learn, grow, and develop to achieve their full potential. Our Ready for School PAT program is an important component of the community support that Imprints Cares provides to nurture children for lifelong success.

**PRINCIPAL DUTIES AND RESPONSIBILITIES:**

- Implement the Parents as Teachers Foundational curriculum in accordance with model fidelity.
- Build and maintain a full caseload of 20 families, creating engaging relationships that promote positive interactions and open communication.
- Deliver 2 home visits a month to each enrolled family.
- Provide information on parenting skills, positive discipline, child development, and other developmental topics as applicable.
- Support parents in setting and achieving goals.
- Provide information about appropriate community resources and help the family overcome barriers in connecting with these resources.
- Conduct screenings and assessments with the children and parents; these may include but are not limited to the Ages and Stages Questionnaire, the Bracken School Readiness Assessment, the PICCOLO, and the PHQ-9.
- Share screening results with the family; create an action plan based on the results, which may include referrals to early intervention.
- Maintain detailed timely notes about the services provided in the Visit Tracker data system, updating the family's file after each visit.
- Work with the Ready for School team to deliver 12+ group connection events each year.
- Collaborate with community partners to promote outreach/educational opportunities and represent Imprints Cares at community meetings and events.



### **GENERAL:**

- Advocates for the mission of Imprints Cares and represents the organization in a professional manner.
- Commitment to professional development, maintaining best practices, and is guided in all work by Imprints Cares' mission, vision, and core values.
- Team player but also adept at working independently, meeting job specific expectations and timelines.
- Adheres to Imprints Cares' policies and procedures.
- Able to lift 20 pounds on a regular basis.
- Must have reliable daily transportation for completing home visits; work related mileage is reimbursed at the IRS standard rate.
- Other relevant duties may be assigned as needed.

### **MINIMUM QUALIFICATIONS:**

#### **ATTRIBUTES:**

- Adept at leading meaningful conversations; experience with motivational interviewing a plus.
- Comfortable working with diverse populations, respecting the values and cultures of individuals in a non-judgmental way.
- Strong verbal and written communication skills
- Proficient in computer skills and able to use a variety of computer systems.

#### **EDUCATION AND EXPERIENCE:**

- Bachelor's degree in child development, sociology, education, psychology, or a related human services field.
- Fluent in spoken and written English and Spanish.
- At least two years of supervised work experience with young children and/or parents.
- Successful completion of the Parents as Teachers training within 90 days of hire.

### **REPORTING RELATIONSHIP:**

The PAT Family Educator will report directly to the Director or Assistant Director of Parents as Teachers, with a secondary reporting responsibility to the Director of Parents as Teachers and the Imprints Cares Executive Director.