

# Parent Educator

## Parents As Teachers

Full-time | \$16 - \$18 per hour



### Job Description

Parent Educators will implement the Parent As Teachers early childhood parent education and family support program. This program is designed to help all parents give their children the best possible start in life. Parents as Teachers provides parents with information on child development, prenatal through kindergarten entry, and involves parents in learning activities with their children that encourage language and intellectual growth, physical and social-emotional skills. Each carries a caseload of up to 20 families.

### Qualifications

- Minimum requirement: Bachelor's degree in Early Childhood Education or its equivalent.
- Ability to work with children, individual families or small groups
- Interpersonal skills to work effectively with others
- Certified in Nationally Accredited Parenting program within a few months of employment
- Effective written and oral communication
- Knowledge of PAT program is a plus
- Bilingual is a plus (Spanish)

### Job Responsibilities

- Participates in pre-service and staff development trainings
- Conducts needs assessment with each family to determine current strengths and areas of need.
- Schedules and conducts home visits, and offer timely information on child development, parenting skills, and age-appropriate activities for young children.
- Educates parents about critical parent issues, to include positive parenting practices, and steps to assure school readiness.
- Works with small groups of parents and children to reinforce parenting skills.
- Assists individual families in need of special attention by providing referrals to Baby Net, DSS, DHEC, Housing Authority etc.
- Alerts the supervisor to any problems or special information about individual families.
- Conducts a complete screening of each child participant.
- Conducts other assessments of children and parents as required by the Department of Education and/or First Steps.
- Assists with data collection to ensure outcome-based services are provided.
- Assists in setting up and maintaining materials for the Parenting program.
- Develops age-appropriate lesson plans for families.
- Document and maintains accurate records of all home visits to include Personal Visit Record noting progress and difficulties in each of the four domains of development, and updating
- Milestones Checklist. Document all visits into the SC First Steps Data Collection System.
- Establishes a positive rapport with families and maintains confidentiality.
- Assists in recruiting families who may benefit from the parenting program.
- Assists with parenting seminars, workshops, and group meetings.
- Assists in coordinating interagency assistance efforts for parents and children as needed.
- Encourages parent participation in other parts of the program such as monthly group meetings and/or field trips in order to facilitate positive involvement when the child enters school to improve attendance at PTO, volunteering, and parent conferences for the school age child.
- Keep complete, up-to-date, and accurate records as required.
- Performs any other responsibilities or duties as they relate to the program.
- Consult with PAT Supervisor for assistance to identified problems