



AmeriCorps Position Description AmeriCorps Member Home Visitor

The Child Abuse Prevention Center, Birth & Beyond, and **Mutual Assistance Network** do not discriminate on the basis of race, color, national origin, sex, age, political affiliation, sexual orientation, disability and/or religion. Reasonable accommodations may be provided upon request. If you are a person with a disability and you would like to request an accommodation, please contact Human Resources at (916) 244-1904.

AmeriCorps is a community service program that is funded by the government and participating community partners, which is designed to help communities meet the specified needs in their area by recruiting and training individuals who are willing to devote one to two years serving in selected community projects. Service programs strengthen communities, encourage responsibility, expand opportunities for education, provide service experience, and increase life skills. For more information on AmeriCorps, please visit www.americorps.gov.

Birth & Beyond Program

The Birth & Beyond Program focuses on engaging and supporting families and children incorporating home visiting and family resource centers as a strategy for service delivery. A team of professionals, paraprofessionals, and residents of the community provide services.

Service Position Title: AmeriCorps Member Home Visitor

Service Position Summary:

Following federal guidance and at the discretion of the service site, the AmeriCorps Member Home Visitor may serve on a modified virtual and in-person schedule. This schedule may change throughout the service year.

The AmeriCorps Member Home Visitor shall serve as the family's primary contact with the Birth & Beyond (B&B) Program. Under the direction of the Team Leader, the Home Visitor is responsible for developing a relationship with the family and working in their home and community to build upon strengths of families. The Home Visitor will be tasked with providing culturally responsive services and referral/ resources to enhance social/emotional development of families with children 0-18 years. The AmeriCorps Home Visitor acts as a communication and trust bridge between the family, child protective services, social services and mental health systems. All duties will be performed within a strength-based, culturally responsive and in a trauma informed manner.

Essential Functions:

Home Visitation & Documentation (70%)

- Knowledge, understanding or willingness to learn of the values, beliefs and practices of cultural groups within diverse communities.
- Advocate for the community and act as a cultural guide for the families served.
- Assure services planned and service delivery are accessible and equitable to meet the families where they are.

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- Conducts regularly scheduled home visits to assigned families, to provide designated parenting curriculum to parents and children in their homes and provide assistance with linkage to their local education programs and/or schools/school district.
- Provide, review, and assist with school readiness material/resources with every family referred.
- Conduct screens and assessments with assigned families.
- Empower families to engage in problem solving.
- Model effective parenting behavior, provide support, education/ information, and provide parents with age appropriate parenting and positive discipline techniques.
- Encourage parent participation in parent child interactive activities designed to promote the physical, emotional, social, and intellectual development of their children.
- Work with families to develop, review, and update family goal plans per Birth & Beyond Policies & Procedures under the direction of the Team Leader.
- Model a nurturing attitude and behavior in all contact.
- Utilize community resources, in-home teaching, and supportive problem solving to help families meet the goals of their goal plans.
- Advocate for and act as a liaison for families with existing community services and agencies, which may include language support services as needed.
- Complete documentation as required by B&B Policies & Procedures; including but not limited to: Face-to-Face reports; Multi-Disciplinary Resource Team forms; Immunization Records; Critical Incident Reports, CPS reports, etc.

Supervision, Multi-Disciplinary Resource Team Case Reviews, Training (20%)

- Attend 1- 2 hours a week of supervision with the Team Leader to receive support and consult with Team Leader as needed.
- Participate as a member of the B&B Multi-Disciplinary Resource Team (MRT) of service providers, presenting assigned families to the MRT as required.
- Consult with MRT members regarding issues the family may experience that need additional assessments, referrals, or services.
- Facilitate and document ongoing progress of the MRT action plan.
- May attend community trainings related to: Child Development, Special Needs, Literacy, etc...
- Attend required B&B trainings provided by The Child Abuse Prevention Center, the County of Sacramento, and its Contractors.
- Members will be trained and expected to adhere to Corporation for National and Community Service (CNCS) prohibited activities.

Marginal Functions:

Other Duties Related to Service Activity (10%), including but not limited to:

- Maintain a safe, clean, resourceful, and enriching FRC environment for families and staff.
- May act as an advocate between the family and local school's/school districts.
- Assist with FRC playcare activities.
- Assist with and participate in the Family Resource Center (FRC) as needed (i.e., community events/fairs, etc.).
- Participate in AmeriCorps National Service Days.
- Assist with and participate in outreach, community engagements, referrals, and volunteer generation.
- Perform other duties as assigned that are associated with the AmeriCorps B&B Performance Measures.

Principal Working Relationships:

- Birth & Beyond Families and Community
- Team Leader

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- Program Manager
- Family Resource Center Coordinators
- FRC Staff
- Host organization staff
- Multi-Disciplinary Resource Team Staff
- Child Protective Services
- CalWORKs
- SCOE
- School Districts
- Local Black Child Legacy Campaign Incubator(s); and their Multi-Disciplinary partners
- Mental Health agencies or providers
- Various Community Service Agencies
- Child Abuse Prevention Center Staff

Knowledge, Skills, Abilities and willingness to learn:

- Reflect those who reside in the identified service neighborhoods identified in contract with Sacramento County.
- Knowledge or willingness to learn about systems of oppression and the impact on families served.
- Extend acceptance to all, despite previous experiences, personal judgements and bias.
- Be open to learn, allow self-growth and reflection, and engage in cultural humility.
- Must be able to read, write, speak and understand the English language.
- Must have basic computer skills; flexibility to learn computer skills necessary for virtual services as directed by host site supervisor.
- Work with diverse workgroups and teams.
- Serve families with diverse economic, social, racial, and cultural backgrounds.
- Knowledgeable about local community resources, and take initiative to continue learning about community resources.
- Establish and maintain personal and programmatic boundaries while providing supportive services.
- Strong interpersonal skills and the ability to relate to individuals who may not share basic commonality, including value systems and behavior norms.
- Ability to take initiative on multiple projects and work independently.
- Knowledge of child abuse issues, substance abuse, family dynamics, and domestic violence.
- Knowledge or experience in child development, and/or social services in community settings with families preferred.
- Serve evenings and weekends, as required.
- Communicate effectively both verbally and in writing.
- Ability to manage and cope with stressful situations.
- Must report to service site as scheduled and agreed upon with host site supervisor.
- Must be able to lift & carry a minimum of 15 lbs.
- Frequently bend, twist, squat, kneel, reach, push, and pull.

Other Qualifications:

- Must be at least 18 years of age.
- Must be a U.S. citizen or lawful permanent resident.
- Clearance of National Service Criminal History Check through Livescan, Truescreen and Fieldprint.
- Must possess a high school diploma or GED.

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- Must possess a valid California Driver's license, reliable transportation and auto insurance.
- Travel between sites and to offsite events.

ACKNOWLEDGEMENT:

Other than the completion of marginal functions, all of the above duties and responsibilities are essential position functions subject to reasonable accommodation. All position requirements listed indicate the minimum level of knowledge, skills, and/or ability deemed necessary to perform the duties proficiently. This position description is not to be construed as an exhaustive statement of duties, responsibilities, or requirements. Individuals may be required to perform any other position-related instructions as requested by their supervisor, subject to reasonable accommodation. This position description is not all inclusive.

In the event of a local, state, or federal disaster declaration, AmeriCorps members may be asked on a volunteer basis or be required by California Volunteers to activate to assist in disaster response and recovery activities within their communities. This may involve virtual service opportunities or in-person service opportunities. This may include service opportunities outside of the member's standard service hours or in place of their standard service duties.

This Position is a:

1700 Hour Commitment

900 Hour Commitment

Applicant's Name

Supervisor's Name

Applicant's Signature

Supervisor's Signature

Date

Date