

FSW Position

Job Information

Job Title: Family Support Worker

Req'd Education: High School

Company: Broward Regional Health Planning Council, Inc.

Req'd Experience: Not Specified

Location: US-FL-Fort Lauderdale

Base Pay: \$21,000 /Year

Employee Type: Full-Time Employee

“At Will” Employment

The Broward Regional Health Planning Council is an “at will” employer. Consequently, employees serve at the pleasure of the Council without entitlements or “property rights” to continued employment. The employment relationship can be severed at any time by either the employee or the Council for any reason or no reason (except for an unlawful reason). Some positions at the Council are also dependent upon the receipt of grant funding for specified programs. Lack of funding, including curtailment of grant funding can be a cause for the Council to terminate the employment relationship.

Nothing set forth or contained in the Personnel Policies of the Broward Regional Health Planning Council, as it now exists or may in future be amended, shall change, alter or amend the “at will” status of Council employees. No Council manager or officer has any authority to make any arrangement or to make any agreement for employment other than for employment “at will” or limiting the discretion of the Council to modify any conditions of employment.

Nature of Work

This position provides support and assistance to optimize the home environment for the physical and mental well being of children who are at risk of being abused and/or neglected.

Supervision

The Family Support Worker will function under the direction and guidance of the Family Support Worker Supervisor.

Examples of Essential Job Functions

- Establish a trusting relationship with at-risk families by initiating and maintaining regular participant contact.
- Establishes a Family Support Plan with goals, objectives and activities with the family and discuss with Supervisor within 90 days of receipt of signed participant agreement. Updates 90% of initial support plans with input from the family every 180 days thereafter.
- Ensures 80% of families receive at least seventy-five (75) percent of home visits as prescribed by the leveling system.
- Assists in strengthening parent-child interaction through improving parenting skills and by modeling appropriate activities during each home visit as measured by case progress notes.
- Provides in-home parent education to program families utilizing the FSU Parenting Curriculum and other parenting curriculum approved by the HFB Child Development Specialist.
- Familiarizes self with community resources appropriate to needs of participants. Demonstrates excellent knowledge of community resources, makes referrals and provides follow-up with families to ensure that needs are met.
- Meets with supervisor on a regular basis for supervision on all families on caseload. Documentation of all home visits will be completed within and submitted to the supervisor within three days of making the home visit.
- Responsibility to transport families when necessary, using proper child and adult restraints. (Not applicable for sites whose agency does not allow transportation of families).
- Connects 95% of families (caregivers and children) with medical provider within 90 days of receipt of signed participant agreement.
- Completes 90% of all developmental screenings and parent-Child Attachments in accordance with HFF standards. Provides appropriate follow-up when delay indicated.
- Maintains 85% completion rate for target children to receive Well Baby Checks and Immunizations according to the recommended schedule.

Examples of Secondary Job Functions

- Demonstrates motivation and ability to learn and apply basic counseling needs.
- Motivates families to attend program's support group and support group related activities.
- Attends regular staff meetings, case conferences, in service training and other meetings as required.
- Maintains a dependable, punctual work schedule appropriate to the needs of the program.
- Demonstrates emotional maturity and promotes harmony and positive interactions necessary for team building.
- Works well independently.
- Adheres to all policy and procedures of program and hiring agency.
- Participates in continuing education training (at least 4 hours monthly) and shares knowledge with the team members.
- Adhere to established safety procedures and practices in the work area.
- Other duties as assigned.

Knowledge, Abilities and Skills

- Knowledge and understanding of the basic child care and parenting practices
- Ability to follow written and verbal instructions
- Ability to develop problem solving and practical skills
- Ability to communicate effectively verbally and in writing
- Ability to establish and maintain effective working relationships with others
- Demonstrates maturity & experience in successfully raising/working with children
- Demonstrates respect and sensitivity for the rights of others (especially those with differing racial, cultural or ethnic identity)
- Ability to treat clients, the public and staff with courtesy, respect and dignity
- Ability to present a positive public image
- Knowledge of community based resources
- Demonstrates good listening skills
- Demonstrates effective oral and written communication skills in daily work
- Supports the unit, department and agency and works with others in an effort to accomplish the goals of the unit, department and agency
- Ability to establish a trusting relationship with families
- Ability to be non-judgmental
- Ability to foster self-sufficiency and independence in families

Required Education Experience and Training

- High School diploma or equivalent
- Experience working with infants and young children

Other Requirements

- Satisfactory local and level II background screening
- Valid State of Florida Drivers License with appropriate insurance coverage
- Access to reliable transportation
- Access to and use of a cellular phone

Effective Representation

Represents the agency in a professional and respectful manner in working with clients, vendors, fellow employees, and all members of the public without regard to race, religion, age, disability, gender, national origin, sexual orientation, or other non job related criteria.

Ethical Conduct

Meets work obligations in a manner which effectively represents the best interests of tax payers and all members of the public without conflict of interest or personal gain beyond approved benefits and compensation. Takes positive action to avoid and report to supervisors any real or perceived conflicts of interest. Acts as a positive role model for colleagues and clients. Is an effective steward of the agency's time and resources, including funds, equipment, e-mail and other property.

FLSA Status

Non-Exempt (Hourly) \$21,000

Broward Regional Health Planning Council is an equal opportunity employer.

Please submit your resume to Tiffany Steele at tsteele@brhpc.org