

Connecting care with a culture of comprehensive wellness

Job Description

Job Title: Healthy Start Home Visitor
Department: Community Wellness
Reports To: Healthy Start Program Coordinator
Employment Category: Regular, Full-Time
FLSA Status: Non-exempt
Salary Level: Negotiable

Position Summary:

This position provides home-based health education and care coordination to families from pregnancy to age 5. Administrative roles include maintaining client records and completing required reporting, conducting outreach to potential participants and other community organizations, and planning health education events. The Healthy Start Home Visitor will work closely with the rest of the Healthy Start team to provide home visits, office visits, group programming/events and case conferencing. This position requires spoken and written fluency in Spanish.

Essential Duties and Responsibilities:

Clinical:

- Serve as a Health Educator for the Healthy Start/Family Spirit program focused on the urban Native American and Latinx community in southeast Michigan.
- Utilize the Family Spirit curriculum and other educational tools to provide support and education to parents during pregnancy up until their child turns 5, including providing information about maternal and child health, safety, and development.
- Maintain a caseload of up to 25 families, with most client contact being on home visits.
- Conduct outreach and recruit families to participate in the Healthy Start/Family Spirit program.
- Complete intakes and other assessments, including assessing for mental health concerns, domestic/interpersonal violence, and substance use.
- Refer clients to other agency departments or other community agencies as appropriate to assist in resolving problems facing urban AI/AN community concerning unmet physical or mental health needs, housing, education, benefit assistance, unemployment, crime prevention, substance abuse, smoking cessation, intimate partner violence and other needs as identified.
- Maintain data forms and tracking logs to document activities.
- Schedule, arrange and/or provide transportation for Healthy Start/Family Spirit program families to appointments.
- Other duties as assigned.

Administrative:

- Represent Healthy Start/Family Spirit program and other agency programs during community meetings and in-service presentations for community partners and local service providers.
- Maintain Social Media presence of Healthy Start/Family Spirit programs.
- Serve as an interdepartmental team member offering support for agency events/programs as needed.

- Coordinate outreach efforts at health fairs, powwows and other community events to promote Healthy Start/Family Spirit and other agency programming.
- Attend monthly Healthy Start/Family Spirit program meetings and other meetings as required.
- Travel to other sites for trainings, meetings and other duties as needed.
- Assist with coordination and oversight of Interns and volunteers as needed.
- Other duties as assigned.

Education/Experience: Bachelor's degree in Social Work from an accredited college or university is required. Master's degree in Social Work preferred. Must have current Michigan licensure as a licensed social worker (LLBSW/LBSW/LLMSW/LMSW). One year of experience in health or social service setting providing health education and/or case management services required. Training, certification, and/or experience in early childhood or pregnancy health-related fields such as lactation counselor, doula, childbirth educator, or early childhood education preferred. Must be able to demonstrate requirements during the interview process. Bi-lingual in Spanish is a plus

Additional Qualifications:

- Must be self-directed.
- Must be able to maintain confidentiality, handle crisis and tolerate stress professionally.
- Valid MI Chauffeur's license; other credential or licenses must be kept current and consistent with applicable regulations.
- Ability to maintain a flexible work schedule, including occasional evenings, weekends, or overnight extended travel as necessary.
- Ability to promote an alcohol, tobacco and drug-free lifestyle.
- Ability to apply proficient understanding to carry out instructions furnished in written, oral or diagram form.
- Ability to read and comprehend simple instructions, short correspondence and memos.

Other Requirements: Familiarity and/or experience working with the Native American community; respect for and knowledge of traditional, cultural and spiritual practices of a diverse Native American community, as well as an ability to work with other racially, culturally and ethnically diverse populations.

Work Environment/Physical Demands: The characteristics and demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to stand; walk; sit and use hands to finger, handle, or feel. The employee is often required to stoop, kneel, crouch or crawl. The employee must regularly lift and/or move up to 25 pounds and frequently lift and/or move up to 50 pounds. The employee is occasionally exposed to outside weather conditions. The noise level in the work environment is usually moderate. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

NATIVE AMERICAN/AMERICAN INDIAN PREFERENCE IN HIRING WILL BE APPLIED AS DEFINED IN THE INDIAN PREFERENCE ACT (TITLE 25, U.S. CODE SECTIONS 472 AND 473).