



HealthySteps Specialist

GENERAL SUMMARY: Under the leadership of the HealthySteps Supervisor, provides HealthySteps program in Pediatric Clinic Setting to children and families.

PRINCIPAL CRITERIA and STANDARDS FOR PERFORMANCE:

- Conducts team based well child visits with parents and their babies and young children with the physician/pediatric nurse practitioner.
- Provides consultations with families with babies and young children regarding developmental and behavioral concerns such as sleep, discipline, picky eating, etc.
- Collaborates with HS team to implement all core components of the program including universal child development, making positive parenting and early learning guidance information readily available to all practice staff, and adjusting workflows for optimal efficiency.
- Provides consultation to medical professionals and all practice staff re: early childhood development, infant mental health, and trauma informed practice.
- Provides referrals and tracks follow-up, as appropriate, to help families make connections to key resources within the community.
- Maintains extensive databases required to meet HS fidelity metrics including both internal and external referrals.
- Collaborates with HS team to complete annual site reporting to the National Office, which may include analysis of both external database files and EMR data reports.
- Documents all patient clinical activity and care coordination in electronic medical records.
- Maintains open communication with medical staff and members of the care team.
- Works closely with pediatric providers around care coordination, goal setting, counseling, coaching and education about key aspects of a child's development.
- May conduct home visits and may accompany families to key medical, specialty, and community agency appointments as needed.
- May facilitate parents'/caregivers' groups.
- Participates in reflective supervision meetings.
- Provides support on all relevant Community Outreach initiatives and projects.
- Completes evaluations and reporting as required on all projects related to HealthySteps.
- Inputs data into Children's Board data system as required (CATs).
- Acts as case manager for ASO funds with HealthySteps clients.
- Other tasks as requested.

KNOWLEDGE, SPECIAL SKILLS, and PHYSICAL REQUIREMENTS:

- Bachelor's degree in psychology, social work, counseling, early childhood education, or related field.
- Bilingual Preferred.
- Experience and knowledge about early childhood growth and development, parent-child relationships, child health infant mental health, and family systems.

- Experience evaluating the growth and development of infants and children under three years of age.
- Excellent oral and written communication skills.
- Demonstrated commitment to working with underserved populations in a community setting.
- Must be empathic, supportive, and patient.
- Strong motivational interviewing skills.
- Ability to work with people of many cultures.
- Ability to take initiative and a willingness to learn.
- Ability to work well both in teams and independently.
- Ability to collect and enter data for program management, evaluation, and reporting purposes.
- Proficient in technology and programs Excel, Word, Outlook, etc.

SERVICE EXCELLENCE STANDARDS:

- Exhibits a total commitment to maintaining high quality service standards of the Healthy Start Coalition.
- Functions as an effective team member in accordance with agency policies and procedures.
- Demonstrates professionalism in dealing proactively with clients, supports, providers, and the Board and general public.
- Works effectively with diverse populations, demonstrating an understanding of, and sensitivity to differences in cultural characteristics, socioeconomic status, and background experiences of the agency's service recipients.

EOE/DFWP/Smoke-free workplace/campus.

Qualified candidates email to jobs@hstart.org resume by 9/23/24.