



Family Engagement Specialist

One of the nation's most effective early childhood schools, [Educare](#) works to eliminate the opportunity gap for young children living in poverty. In our comprehensive play-based program, children gain the skills necessary for success in school and in life. As a recipient of the Early Head Start-Child Care Partnership (EHS-CCP) grant, [Educare DC](#) has the opportunity to share our best practices with child care providers in DC's Wards 7 and 8 to serve an additional 144 infants, toddlers and their families.

As the Family Engagement Specialist for the Child Care Partnership (CCP), you will develop and maintain mutually respectful, positive relationships with families of children enrolled in CCP programs to promote strong child and family outcomes. You will work alongside parents to reflect on and plan for their family's well-being and life goals. You will coordinate with community agencies to facilitate integrated services to support families. You will partner with families to build strong parent-child relationships and strengthen their support networks with other parents and community members. You will be part of a team of family engagement specialists, sharing best practices, collaborating and reporting to the Family Engagement Manager.

Organizational Overview

At Educare, we believe everyone deserves a fair chance to achieve their dreams, and it starts by leveling the playing field from the day we're born. Our approach extends beyond the classroom to help children, families, and communities thrive. Educare, DC is part of the 23 school Educare network, and provides a high-quality, research-based early childhood education program for children and families. We combine high quality instruction, intensive family engagement, and embedded teacher training to serve children and families. Our program provides high-quality full day, full year early care and education to children who receive child care subsidy and are eligible for Early Head Start. Additionally, we leverage our experience to provide training for other programs and to serve as advocates for children and families across the DC region.

This federal grant will allow Educare's childcare partners to increase the quality of their early education programs and to add new services including health, oral health, nutrition, mental health, and support for children with special needs. The grant also funds family engagement services designed to help low-income families build positive relationships and access comprehensive services. It is our goal to support the parents' journey as their children's first teacher and to encourage them to be engaged community leaders and advocates.

Responsibilities

Functions

- Develop and maintain meaningful, productive relationships with families.
- Collaborate with program staff to ensure children receive health and social services, disability services, early childhood education and care services, together with a range of



parent development training opportunities.

- Participate in the recruitment and enrollment of families into the program.
- Conduct periodic home visits in partnership with classroom teachers to assess family resources and needs.
- Refer and link children and parents to needed services.
- Assist parents with understanding and implementing the Family Partnership Agreement in order to encourage and promote their overall development, including achievement of self-sufficiency as well as positive developmental outcomes for their children.
- Collaborate with CCP staff to facilitate children's transitions.
- Assist in planning parent activities, encourage parent participation in program activities, and obtain feedback from parents regarding the level of satisfaction with the services they receive.
- Communicate with education and care staff regarding infant/child's progress in the classroom.
- In collaboration with the Family Engagement Manager, implement protocols to follow up on absenteeism.
- In collaboration with enrollment/subsidy staff, support navigation of subsidy system for parents.

Administration

- Maintain records and document services provided into the data management system in a timely manner.
- Participate in the evaluation of Early Head Start services and ensure compliance with Head Start Program Performance Standards.
- Attend family support team meetings, staff meetings, staff trainings, collaborations and planning meetings.

Promote and Maintain Parent Involvement

- Promote parents' overall involvement and participation in program governance.
- In collaboration with the Family Engagement Manager and Site Administrators, facilitate parent committee meetings.
- Promote family involvement in center-based services, home-based services, and other program activities.

Community Involvement

- Develop relationships with other community-based service providers.
- Identify services currently available and those needed by families enrolled in the Early Head Start programs.



- Participate in recruiting volunteers from the community.

Qualifications

- Associate Degree in Social Work or a related field. A Bachelor's degree is preferred.
- Experience working with low-income families in a high-risk community. Knowledge of community resources and capacity to develop community cooperation to ensure that families receive comprehensive services.
- Experience with, and knowledge of, Head Start Program Performance Standards is preferred.
- Ability to establish supportive relationships with children and families from diverse backgrounds.
- Ability to utilize reflective supervision.
- Ability to work within an interdisciplinary team as a cooperative and supportive team member.
- Ability to thrive in a mobile work environment, managing across more than one location.
- Clearance of background check as required by local, state and federal regulations.
- Physical examination and diagnostic tests as required by local, state and federal regulations.
- A bi-annual physical exam, drug screen and TB test are required as a condition of continual employment.
- Must have reliable transportation.

Attributes

- Collaborative. You exercise a thoughtful, reflective and strength-based approach to coaching.
- Cooperative. You work as a cooperative and supportive member of an interdisciplinary team.
- Relationship Builder. You listen, communicate, and build relationships with diverse families, various professionals and community groups.
- Able to Engage in Difficult Conversations with a Growth Mindset. You understand that difficult conversations are necessary for true reflection and growth.
- Great listener. You take the time to learn what is valuable and important to others. You confidently engage with staff at all levels to define needs and expectations.
- Resilient. You maintain a respectful, welcoming and positive attitude and respond to challenges in a manner that consistently demonstrates respect and concern.
- Confidential. You exercise discretion in handling confidential information and materials.



What's Attractive to the Right Candidate?

- You will have the data you need to know you're making a difference, and your work will elevate the work of the entire organization you support.
- You will be supported by recognized experts in their field, and you'll have the resources you need to provide the level of service every student needs to succeed.
- Our staff is passionate about the work we do and the people we serve.
- Every day brings a new challenge and opportunity.
- As part of this exciting new grant, you will help us build the program and influence the lives of 144 children and their families.
- We have a strong, dependable, passionate and welcoming staff and we work together to accomplish our mission.
- We offer a competitive salary and benefits package which includes medical, dental and vision insurance, long term and short-term disability, 403b with company match, fixed leave during school closings plus personal days and holidays and more.

To Apply

Simply email your resume to Ellen Greenwood at resumes@staffingadvisors.com with "**Educare - Family Engagement Specialist #2019-2468 CW**" as the subject of the email. Please include your resume as a Word or PDF attachment to the email, and paste your cover letter in the body of your email.

Staffing Advisors has been engaged to find the right candidate and is committed to helping create a diverse work environment for our client. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, veteran status, or any other basis protected by law. This position may require pre-employment screening potentially including a criminal background check, verification of academic credentials, licenses, certifications, and/or verification of work history.