



Employment Opportunity

Location of Job:	Rockland County
Employer:	Children’s Health & Research Foundation, Inc./Lower Hudson Valley Perinatal Network (CHRF/LHVPN)
Program Name:	Healthy Families Rockland County
Job Title:	Coordinator
Description of Duties:	The Healthy Families Rockland County Coordinator is responsible for the day-to-day management and implementation of the Healthy Families New York (HFNY) home visiting program, including overseeing program staff, subcontractors and evaluation and will report directly to the LHVPN Executive Director to ensure that the program is implemented as outlined.
Hours:	M – F 9am – 5pm (Must have schedule flexibility to include occasional early morning and evening meetings/activities.)
Salary:	CHRF, Inc./LHVPN offers a competitive salary and comprehensive benefits package.
Minimum Requirements:	<p>Master’s Degree OR Bachelor’s degree with four years work experience in social work or a health or human service agency; direct experience with at-risk families, including work in the field of child abuse or family violence and previous supervisory experience.</p> <p>Knowledge and experience in strength-based and family-centered provision of primary prevention services, and/or direct experience as a home visitor.; Knowledge of infant and child development, parent-child attachment, maternal-infant health, and the dynamics of child abuse and neglect.; Ability to establish trusting relationships and work effectively with mothers, fathers, and extended family.; Belief that children need to be nurtured.; Administrative experience in program planning, implementation, evaluation and reporting with demonstrated ability to organize project details and tasks.; Ability to provide leadership, set program goals and objectives, make difficult decisions, remain flexible and supportive of workers’ tasks, and be consistent and calm during crises.; Skill in supervising staff, counseling, teaching, managing a budget and team building and motivation.; Highly effective verbal, listening, presentation and written communication skills. Must be comfortable in speaking to both large and small groups of consumers, health and human service providers, educators, and business leaders.; Ability to effectively network and work with both high-level</p>

	institutional leadership as well as engage with core local organizations and community groups.; Respect for and sensitivity to the needs and rights of others, including those with differing cultural, racial, sexual, or ethnic identities.; Commitment to achieving health equity and overcoming health disparities; Strong computer skills including the ability to operate computerized spreadsheet, word-processing, databases and graphics at a highly proficient level.
Preferred Requirements:	Self-motivated with an entrepreneurial mindset & ability to work independently & as part of a team
Contact Information:	Please submit your resume, cover letter and salary requirement to: Cheryl Hunter-Grant, VP, Perinatal Programs CHRF/Executive Director, LHVPN, Hunter-GrantC@lhvpn.net indicating <i>“HFRC Coordinator” – your name</i> in the subject line.
Deadline for Resumes:	January 31, 2019