



Employment Opportunity

Location of Job:	Kingston, NY
Employer:	Ulster County Healthy Families/Institute for Family Health
Program Name:	Ulster County Healthy Families
Job Title:	Family Support Specialist
Description of Duties:	<ul style="list-style-type: none"> ▪ Establishes a trusting relationship with at-risk families by initiating and maintaining regular client contact, predominantly in participants' homes, with some evening or early morning hours when required to accommodate participant family schedules. ▪ Provides transportation to and from visits and trainings with mileage reimbursement as per staff automobile policy; Must have full access to vehicle during work hours. ▪ Establishes a case plan with goals, objectives and activities to assist family, with Supervisor and family. ▪ Assists parents in making and potentially attending an appointment for doctors, social service agencies, etc. Acts as a liaison between families and other community agencies. Assures that all family members have a primary care provider. ▪ Familiarizes self with available community resources and knows how to access services appropriate to needs of client. ▪ Utilizes prenatal and child development curricula. ▪ Meets with Supervisor on weekly basis to review cases and evaluate client status; attends staff meetings and relevant trainings. ▪ Performs street and community outreach for program promotion and case finding. ▪ May conduct assessments as needed. ▪ Performs other related duties as assigned in a timely manner.
Hours:	40 hours, Mon-Friday
Salary:	Starting at \$18.75 per hour- pay rate based on education level and/or experience
Minimum Requirements:	High School Diploma Bi-lingual (Eng/Span) Valid Driver's License
Preferred Requirements:	Associates Degree
Contact Information:	ECastiglione@institute.org
Deadline for Resumes:	Ongoing