

## JOB DESCRIPTION

<b>Job Title:</b>	NewboRN Home Visiting Program (NHVP) – Part-time/Weekend Family Partner
<b>Department:</b>	Healthy Start
<b>Location:</b>	Gainesville, FL
<b>Employment Type:</b>	Part-Time/Weekends
<b>Salary:</b>	\$18/hour
<b>Posting Closes:</b>	Posted until filled
<b>Apply:</b>	<a href="https://tinyurl.com/WF1028">https://tinyurl.com/WF1028</a>

### SUMMARY

The Family Partner will meet with each Alachua County mother who delivers at UF Health Shands and/or HCA Florida North Florida to introduce the NHVP and obtain their consent to participate.

### KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of maternal and infant health issues
- Knowledge of eligibility criteria for multiple home visiting programs
- Knowledge of resources for families
- Knowledge of HIPAA and security compliance
- Ability to connect with and interact effectively with culturally diverse families
- Ability to work with families in a non-judgmental and respectful manner
- Ability to communicate effectively with multiple community partners and medical providers
- Ability to use good judgment and make independent decisions with clear and professional boundaries
- Ability to effectively organize and prioritize work activities and complete tasks in a timely manner

### DUTIES AND RESPONSIBILITIES

- Meet with each mother who is an Alachua County resident and delivers at UF Health Shands and/or HCA Florida North Florida to introduce the NHVP
- Educate the family about the NHVP and obtain their consent to participate in the program
- Provide consent to full-time Family Partner designated for each hospital
- Provide immediate referrals to community resources for families with emergent needs
- Follow up to ensure referral is received by full-time Family Partner
- Maintain participant records in accordance with program and funding source requirements
- Maintain confidentiality of children, families and other records and information
- Maintain inventory of educational materials
- Put together Welcome Baby bags with educational materials for families
- Assist in development of monthly reports
- Participate in trainings, meetings, workshops, conferences, webinars, and conference calls as necessary
- Other duties as assigned

### EDUCATION AND/OR EXPERIENCE

Bachelor's degree in public health, social work, health education, early childhood development, or a related social science field with two years of related work experience preferred; or equivalent combination of education and experience.