



Seeking Early Childhood Specialist **(25 hours per week)**

Family Nurturing Center of Massachusetts

The Organization:

The mission of Family Nurturing Center (FNC) is to *work with others to build nurturing communities where children are cherished, families are supported, and healthy human development is promoted by all.*

To achieve its mission, FNC provides family support and education programs to strengthen families and prevent child abuse and neglect by building parents' nurturing skills and knowledge of healthy child development and connecting families to each other, to their community, and resources. FNC employs two main strategies for supporting families: **Nurturing Programs** and neighborhood-based **Circles of Caring**. The **Dorchester and Roslindale** are two of three 'Circles of Caring' managed by the Family Nurturing Center of MA. For more information about FNC, visit our website at: **www.familynurturing.org**

Job Definition

FNC is hiring **two** positions. Each **Early Childhood Specialist** will work with Roslindale or Dorchester neighborhood parents and organizational partners to provide a network of support to families with children birth to five. Services to families will include: Welcome Baby Newborn Outreach visits, Parent-Baby Groups, Parent-Child Playgroups, Parent Education and support, and information and referral.

Essential Job Responsibilities:

- Complete Welcome Baby visits in Dorchester or Roslindale
- Organize and lead Parent-Baby groups, Parent-Child Playgroups, and Parent Education workshops.
- Work with other FNC staff to plan and implement programming using a standardized curriculum and modeling best practices.
- Conduct outreach and recruit families; maintain steady enrollment in programs.
- Engage and support families using a strength-based approach; assist families by providing referrals and access to community resources; identify community resources and build collaborative relationships with community agencies.
- Participate in quality assurance and program evaluation for the programs.
- Participate in FNC team meetings and planning retreats, as needed.
- Other duties as requested by the assigned FNC supervisor.

Preferred Qualifications:

Background in Early Childhood Education - experience working with families with young children, including infants and toddlers. Knowledge of community-based organizations and/or public schools; experience with ethnically and economically diverse communities in a community-based setting. Bachelors Degree and/or 2-3 years experience working with community organizations, family support, or related field. (However, candidates with an extensive background of working with families are strongly encouraged to apply.) Ability to work independently and be part of a team; good communication skills. Bi-lingual in Spanish preferred for Dorchester.

Hours: 25 hours per week; could include some weekend hours. *Equal Opportunity Employer*

Please send resume/cover letter to:
Sandy Sachs, Family Nurturing Center
200 Bowdoin Street, Dorchester, MA 02122
or fax to: (617) 474-1261, or email to: ssachs@familynurturing.org