



JOB DESCRIPTION

<u>TITLE:</u>	Bilingual (Spanish) Peer Support Partner
<u>CATEGORY/DEPT:</u>	Strengthening Families
<u>REPORTS TO:</u>	Assistant Director Early Childhood Clinical Services
<u>REPORTING STAFF:</u>	No
<u>STATUS:</u>	Full-Time/Non Exempt

AGENCY OVERVIEW:

Allies for Every Child (Allies) (formerly known as Westside Children's Center) exists to give at-risk children and children living in poverty the foundation they need to increase their life choices and lead fulfilling lives. For over 25 years, Allies has been providing thousands of at-risk children and their families with critical, high-quality early education programs (including comprehensive Early Head Start services), family strengthening interventions, foster care and adoption services, and a range of vital, integrated services, including educational assessments, disabilities screenings, nutrition, dental and vision screenings, and pediatric health consultations.

JOB SUMMARY:

Allies contracts to provide individual and group peer support services as part of a multi-disciplinary team to persons in the community who can benefit from education about Covid-19 mitigation and Early Childhood Mental Health and linkages to resources and support Service provision; will focus on working with clients to enhance their pool of resources and strengthen their natural support system. Service is provided to individuals or groups. The position works collaboratively with all program staff.

ESSENTIAL JOB DUTIES:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and/or abilities required. Reasonable accommodations may be made to enable individual s with disabilities to perform the essential functions.

- Provides individualized guidance and support by listening empathetically, tailoring education, and linking clients to needed resources related to Early Childhood mental health and Covid-19 mitigation in accordance with clients' rights policy and procedures
- To assist the person served in increasing social support networks of relatives, friends and/or significant others and navigating various services and supports within their community
- To assist in community outreach and identifying formal and informal community partners while reducing the stigma of seeking mental health support and services
- Attend and participate in Agency meetings, trainings, and Supervisions
- Observe all rules of confidentiality relating to information that is shared, both internally and when dealing with external agencies and/or individuals
- Adhere to all protocols and procedures, including documentation communication of clients' progress, strengths and needs in a timely and accurate manner through all necessary reports
- Utilize computerized system and/or paper documentation to record progress and outcomes
- Demonstrate flexibility and provide support to other Allies programs as requested
- Adhere to all legal, ethical, and professional practice standards including: consulting with supervisor before making a child abuse report, communicating with an attorney, or taking action in any situation involving clinical, legal or ethical decisions
- Evening and weekend hours may be required
- Serve as an ambassador of Allies and its mission and values by participating in community meetings/events
- Staff must believe in and act in accordance with both the Agency's and the program's mission statements
- In accordance with our "team" philosophy, the person filling this position may be required to carry out or assist with other tasks in addition to the duties listed on this job description.

QUALIFICATIONS & EDUCATION:

- Bilingual Spanish/English required
- Education: High School Diploma or GED preferred
- Personal experience caring for a child who has been involved or was involved with Early care and Education systems, Early intervention (i.e. Regional Center) or Mental health services when child was (is) 0-5 years of age strongly preferred
- This position also requires experience working directly with community members or groups to improve access or linkage to services
- Basic computer skills required
- Adaptability, open to learning and feedback
- Excellent verbal and written communication skills
- Ability to manage confidential information
- All employees/contractors, regardless of position, serve as role models for children and adolescents who are served by our agency. Therefore, each employee/contractor must at all times be emotionally stable and able to function effectively with children, adolescents and adults who may have mental or behavioral health problems. The staff must be able to demonstrate appropriate daily behavior, appropriate expression of emotions, as well as appropriate role modeling. Hostility, aggression and unnecessary or inappropriate physical actions as well as inappropriate emotional expression are not acceptable
- Fingerprint background clearance (DOJ, FBI & Child Abuse Clearance Index), or approved exemption
- Successful completion of pre-employment physical and PPD risk assessment, proof of immunization for COVID-19, pertussis, measles and influenza
- Class "C" driver's license, proof of insurance and access to reliable transportation required

#BECOMEANALLYTODAY!

FOR CONSIDERATION: Send cover letter and resume to humanresources@alliesforverychild.org

Full benefits package offered including 100% employer contribution to: Health - Kaiser or Anthem, Dental, Vision; 401k with employer match; Employee Assistance Program, Professional Development, 12 paid holidays, sick leave, vacation, and 2 personal days for anniversary of employment and birthday.

Allies for Every Child actively seeks candidates who reflect the rich diversity of the communities that we serve. We are committed to a work environment that embraces and promotes individuality and inclusion. We believe that diversity and inclusion of varied perspectives, backgrounds, and life experiences is essential to our organization's effectiveness, and allows us to serve our clients in the respectful, responsive, and understanding way that they deserve. We define diversity in broad terms to include race, ethnicity, age, gender, religion, sexual orientation, gender identity and expression, disability, geography, socio-economic status and other unique attributes that make us who we are.



Allies for Every Child has achieved accreditation through the Council on Accreditation (COA). This means our programs, services, administration, and management have been rigorously evaluated and meet best practice standards. Visit www.COAnet.org to learn more about COA Accreditation.