



POSITION ANNOUNCEMENT

POSITION: Family Partner – Counseling Center

LOCATION: 2750 Sutterville Rd. Sacramento, CA 95820

SCHEDULE: Monday – Friday, 8:30am-5:00pm. Evenings and/or weekends based on program needs.

SALARY: \$24.71 - \$27.80 per hour, to start

Founded in 1867, the Sacramento Children's Home is the oldest active charity in Sacramento and among the most highly respected. SCH is an equal opportunity employer who values an inclusive work environment that celebrates and recognizes the diversity of its employees. At SCH, we appreciate that having employees of many different backgrounds strengthens our organization, and we strive to create a workforce that reflects the diverse and culturally rich communities that we serve.

OVERVIEW: The Family Partner ensures families are equal partners in the planning, development, and implementation of their child's mental health services at the Counseling Center. The Family Partner supports that agency policies and systems are family friendly, culturally competent, and stigma-free. The Family Partner works on integrating advocacy services at the Counseling Center. The Family Partner provides peer support to eligible caregivers and guidance in linking to and navigating various systems in collaboration with the treatment team.

DUTIES:

(85%) Peer Advocacy/Direct Services

- Works directly with assigned caregivers to provide individual support and peer counseling.
- Participates in the development and implementation of family-friendly and consumer-driven services.
- Communicates, represents, and advocates on behalf of the caregiver/family perspective within the clinic setting. Works in collaboration with team members.
- Provides services in diverse clinics and community settings that meet the needs of caregivers and families.
- Provides support, coaching and assistance to caregivers with education rights during special education/IEP processes, as needed.
- Build trusting, peer-to-peer relationships with caregivers, helping them navigate complex systems, prepare for team meetings, strengthen family bonds, and find sustainable support.
- Identifies information and resources in local communities which are useful to caregivers within those communities.
- Provides support to families towards stabilization of housing for the purpose of preventing or addressing homelessness.
- Participates in the intake process/interview meeting, as assigned.
- Provides individual advocacy, education, and support to meet the needs of families, to include identifying systemic barriers to participating in services.
- Provides caregivers perspective and feedback to the clinical staff in order to increase staff awareness of the needs of families and possible barriers to meeting the client's goals.
- Provides support and advocacy to families navigating various systems (i.e., school, housing, CPS, Alta Regional Center, etc.), as appropriate.
- Provides information to caregivers to help engage them in forming a positive relationship with treatment team members.
- Supports caregivers in self-advocacy and in making informed decisions regarding the care of their children.
- Participate in Child, Family, Team meetings.
- Provides orientation to staff on the role of the Family Partner and philosophy.
- Designs, implements, and facilitates Caregiver Support group for caregivers being served at the Counseling Center.

- Provides crisis support, as needed.

(15%) Other Duties

- Documents Peer Plans in collaboration with Caregivers in the Electronic Health Record (EHR) in a timely manner.
- Participate in treatment planning and case conferences as part of the child, family, and team to support caregivers working towards clients' mental health goals.
- Shares lived experience as appropriate to support a strength-based and destigmatizing atmosphere.
- Attends trainings/workshops/committees to expand knowledge base, network with other community programs, and provides a voice for families around agency policy.
- Attends the Sacramento County Family, Parent and Caregiver Peer Support Committee meeting monthly, which includes Parent Partners from other Sacramento provider agencies.
- Establishes and maintains collaborative and effective working relationships with internal staff throughout all levels of the agency and with external resources.
- Writes daily progress notes for each service (billable and non-billable) delivered within county required and SCH documentation policy guidelines.
- Carries out mandated reporter duties as required by law.
- Follows all program and agency policies and systems.
- Participates in all Counseling Center and agency meetings, trainings, supervision, case conferencing, community meetings, IEPs, etc.
- Meets billing requirements for position.
- Performs other duties as assigned.

Knowledge, Skills, and Abilities:

- Able to read, write, speak and understand the English language.
- Able to communicate agency mission and values relative to family needs.
- Ability to utilize an electronic health record to document services.
- Intermediate knowledge of Microsoft Word, Excel, and Outlook.
- Excellent time management skills.
- Excellent verbal and written communication skills.
- Excellent organizational skills.
- Good public speaking skills.
- Skill to maintain a professional, confidential work environment.
- Ability to manage multiple tasks at one time in an efficient manner.
- Excellent problem-solving skills.
- Must be able to function independently and be able to seek guidance when necessary to assist in working with the children and families.
- Ability to relate to children and families in a positive manner.
- Ability to establish and maintain appropriate boundaries with children and families.
- Ability to work cooperatively with a culturally, economically, and/or ethnically diverse client and staff population.
- Knowledge of child abuse issues.
- Knowledge of CPS reporting mandates and limits of confidentiality.
- Knowledge of substance abuse issues.
- Knowledge of team, family, and group dynamics.
- Knowledge of and/or the ability to locate community resources for meeting the needs of youth/families.
- Solution-focused problem-solving skills.
- Ability to represent SCH values and principles in a variety of settings.
- Ability to effectively communicate, establish, and maintain cooperative and effective working relationships with a wide range of individuals and groups.
- Ability to effectively manage stressful situations and respond to crisis in a timely and appropriate manner.

- Able to deal with volatile situations involving clients.
- Able to work cooperatively with a diverse group of staff and clients.
- Ability to provide services at any SCH sites, co-located partner facilities and in various community locations.
- Ability to provide services at times to meet the needs of youth and families to include evenings and weekends.

QUALIFICATIONS: Driving is an essential function of this job, and as such, employees in this position will be required to furnish their own vehicle to be used in the course of employment. A valid driver's license and minimum insurance coverage is required.

Must be at least 21 years of age.

Education and Experience:

A High school diploma or GED is required. A BA degree in Social Work, Psychology, or a related field is preferred. Previous experience working in a mental health or social service setting is preferred.

Must have experience as a parent or caregiver of a child with serious emotional disturbances that received service within the public systems including mental health, child welfare, or juvenile justice.

Parents or caregivers cannot work for the same agency where services are/were being received.

BENEFITS: Excellent benefits package including medical, dental, vision, life and accident insurance, short and long-term disability plans, retirement plan with company match, paid vacation, sick leave, 11 paid holidays, tuition reimbursement, professional development and career advancement opportunities.

TO APPLY: Qualified employees must submit a completed Request for Promotion or Transfer form along with their resume to Human Resources. External candidates must complete our on-line employment application available at www.kidshome.org/careers.

PLEASE NOTE: Non-SCH employees who are made an offer of employment will be required to pass a post-offer, pre-employment background process that includes passing a drug test, including marijuana. Applicants who do not pass any part of this pre-employment process will have their offer of employment rescinded.