



POSITION ANNOUNCEMENT

POSITION: Family Resource Aide (fulltime)
LOCATION: 1217 Del Paso Blvd.; Suite B Sacramento, CA 95815
SHIFT: M – F, 8:30am – 5:00pm (occasional evenings/weekends)
SALARY: \$13.50 – \$15.18 to start

Join our team and make a difference in the lives of Sacramento's most vulnerable children and families!

Founded in 1867, the Sacramento Children's Home is the oldest active charity in Sacramento, & among the most highly respected. Serving over 5,000 children & over 4,000 families every year, with eight programs across six locations, we offer excellent career advancement opportunities while making a positive impact in your community.

OVERVIEW: The Family Resource Aide is responsible for implementing activities of the Family Resource Center under the direction of the FRC Coordinator. This position implements activities such as parenting workshops, support groups, social-recreational activities, play care, etc.

DUTIES INCLUDE:

- Deliver parenting workshops, including planning, coordinating and administering appropriate assessments to parents of children 0-17 years old.
- Assist in planning parent support groups, activities, and special events for the FRC and community in cooperation with the FRC Coordinator. Participate as requested.
- Link parents to appropriate community resources based on the family's needs.
- Advocate for and act as a liaison for families with existing community services and agencies; this may include routine translation and interpretation.
- Model appropriate parenting behavior, provide support and education, information and referrals to parents.
- Provide approved transportation in an agency vehicle to the FRC.
- Assist in developing and implementing an outreach plan.
- Assist with and participate in outreach, community engagement and referrals.
- Assist in accepting/seeking out donations for FRC use and events.
- Assume responsibility for those in play care and ensure the physical and emotional health, safety, and well-being of the infants/youth between the ages of 0-17 in groups.
- Facilitate age appropriate play & learning opportunities for children in a structured environment which focuses on developmental domains.
- When appropriate, carry home visitation cases under proper supervision.
- Attend required meetings, trainings, etc.

QUALIFICATIONS:

A high school diploma or GED is required. AA degree in Early Childhood Education, Human Development or similar field from an accredited college or university is preferred. 1 year (1,700-hour term) experience as an AmeriCorps member in a FRC/Birth & Beyond Program is preferred. Bilingual English/Spanish preferred.

BENEFITS:

We offer an excellent benefits package including medical, dental, vision, life and accident insurance, short and long term disability plans, retirement plan, paid vacation, sick leave and holidays, tuition reimbursement, paid training and career advancement opportunities.

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