

Family Child Specialist - Ehs - Children's Corner

University settlement society of ny

Brooklyn, NY

Other

Full-time

Onsite

\$22.97 - \$24.73 an hour

Posted on April 24, 2025

Organization Statement

University Settlement partners with 40,000 New Yorkers on the Lower East Side and in Brooklyn every year to build on their strengths as they achieve healthy, stable, and remarkable lives. For 135 years, weâ€™ve collaborated with our communities to pioneer highly effective programs that fight poverty and systemic inequality. Established in 1886 as the first Settlement House in the United States, we bring the values of that movement into the 21st century by meeting New Yorkers where they live, listening to their perspectives, recognizing their excellence, understanding them as complete individuals, and creating space for them to organize. Joining together with our neighbors to advocate for justice and equality, we help build community strength.Â Â

Job Description

We work with New Yorkers of all ages. We infuse a commitment to civic engagement, equity, and communal action into each of our programs, which include early childhood education, mental health and wellness, benefits assistance and eviction prevention, adult literacy and education, healthy aging, community, and recreation centers, performing and visual arts, and youth development.

Early Head Start offers comprehensive child development services, family support services and advocacy to low income pregnant women and families with children under three years of age. The program provides developmentally appropriate care and home visits to families in the East New York, Brooklyn.

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Responsibilities:

- Manage a caseload of families and conduct home visits
- Participate in parent/specialist conferences and activities
- Take some program-wide responsibilities that may include annual events, parent/child groups, etc.
- Develop consistent, stable and supportive relationships with families and children
- Be part of a team in assessing family needs and child developmental status
- Be part of a team in developing an individualized family/child plan addressing family and child needs
- Provide appropriate services to families/children based on the individualized family plan
- Work closely with families on specific issues and difficulties those individual families are experiencing
- Provide families with appropriate referrals and follow-up with families and service providers on referrals
- Provide workshops to families and staff
- Assist in the recruitment of families
- Assist in developing the Policy Council and other parent support groups
- Maintain proper documentation on families and children
- Other duties as requested by supervisor to fulfill job responsibilities

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Work Schedule: Full time, Monday - Friday, 9:00 am - 5:00 pm, 35 hours per week, with occasional weekend hours as needed.

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We are committed to building a diverse and inclusive community. We support a broadly diverse team who will contribute to our organization. We are an equal employment opportunity for all regardless of race, color, citizenship, religion, national origin, sex, sexual orientation, gender identity or expression, age, disability, veteran or reservist status, or any other category protected by federal, state, or local law. Â Â

Qualifications

Qualifications:

- CDA or related coursework as part of an Associate's degree or above in Early Childhood Education, Social Work, Human Development or related field
- Knowledge of child development birth to three.
- Experience working with families in a supportive and empowering environment preferred.
- Bilingual **Spanish is required** based on program needs
- **Minimum Education Level:** Associate's Degree
- **Preferred Education Level:** Associate's Degree

Application Instructions

Please apply through our website:

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=164580&clientkey=7A5FE56A2CFE30F5EB7FCFD927E49F8B>