

I. JOB TITLE: Home Visitor

II. JOB DESCRIPTION

This is a professional position responsible for planning home-based learning experiences that focus on promoting high quality early learning in the home and growth toward goals described in the *Head Start Early Learning Outcomes Framework: Ages Birth to Five*. It is the responsibility of the home visitor to implement an effective home-based curriculum which builds respectful, culturally responsive and trusting relationships with children and families, including pregnant women, children with disabilities and dual language learners. This position is directly responsible to the Education Specialist of the program.

II. EXAMPLES OF WORK PERFORMED AND CONDITIONS

- a. Provide one home visit per week per family for at least 1 ½ hours. Early Head Start requires 46 visits per year and Pre-K Head Start requires 32 visits per year.
- b. Maintain a schedule of weekly home visits including make-up visits created by staff or family.
- c. Maintain an outreach and recruitment process in assigned area which systematically ensures enrollment of eligible children and pregnant women, regardless of race, sex, creed, color, national origin or disabling condition.
- d. Assess the educational needs of children ages birth through five years, including children with disabilities.
- e. Plan home visit jointly with the parent using information from ongoing assessments that individualize learning experiences.
- f. Provide research-based strategies and activities for children who are dual language learners that recognize bilingualism and bi-literacy as strengths. Early Head Start will focus on home language and Pre-K will include both languages.
- g. Facilitate a developmentally appropriate research-based curriculum which promotes the home as a learning environment that is safe, nurturing, responsive, and language/communication-rich.
- h. Promote the parent's role as the principal influence in their child's education and development through a planned program of experiences and activities which support and focus on the parent-child relationship as well as family traditions, culture, values, and beliefs.
- i. Help parents relate to their children and reinforce their positive behavior.
- j. Help enhance parent's knowledge and understanding of early childhood development by providing information and materials that promote the parent as the primary educator of their children.
- k. Follow-up with families to discuss learning experiences provided in the home between each visit, address concerns and inform strategies to promote progress toward school readiness and family engagement goals.
- l. Provide opportunities for parent participation in home visit, group socializations, Policy Council, parent-developed activities, etc.
- m. Insure children have the benefit of regular comprehensive health examinations including physical, mental, dental, and health screenings.

- n. Provide families including pregnant women with information and access to comprehensive services including nutrition counseling, food assistance, oral health care, mental health services, substance abuse prevention and treatment, and emergency shelter or transitional housing.
- o. Provide pregnant women with prenatal and postpartum information, education, and services.
- p. Identify special health problems of children and their families and help them obtain needed services.
- q. Provide families with health information and access to community health resources and services including public health services and health insurance.
- r. Provide assistance in establishing and maintaining health records.
- s. Partner with the Family Engagement Specialist and assist the family in its own efforts to establish and accomplish family goals.

The Home Visitor shall implement the following:

- a. Engage in pre-service and in-service training.
- b. Need to be able to lift 40 - 50 pounds.
- c. Required to obtain/maintain a home visitor CDA (Child Development Associate) or the equivalent as determined by the Director.
- d. Required to participate in curriculum training as directed by the Education Specialist or Program Director.
- e. Required to maintain current health requirements of an annual T.B. Tine and physical exam.
- f. Perform any other duties as may be assigned by the Education Specialist or the Program Director.

IV. QUALIFICATIONS

- A. An associate, baccalaureate, or advanced degree in Early Childhood Education (ECE).
- B. An associate, baccalaureate or advanced degree and coursework related to ECE, with experience teaching preschool children and working with families.
- C. A home-based Child Development Associate (CDA) Credential or comparable credential or equivalent coursework as part of an associates or bachelor's degree, with experience teaching preschool children and working with families.
- D. Must have strong skills in the following: verbal/written communication, computer applications, time management, organization, recordkeeping, and teamwork. Must demonstrate competency to plan and implement home-based learning experiences that ensure effective implementation of the home visiting curriculum. Must be willing to further formal education, as necessary.
- E. Must be able to successfully pass criminal background screening.

V. SALARY ENTRY LEVEL: (TBD)