

Holy Family Institute

SNAP Program

Child/Family Workers

Employer: Holy Family Institute

Reports to: Supervisor of the SNAP program

Office Location: McKees Rocks

Hours: Full Time – 10-month position, to follow school calendar. Flexible schedule to meet the needs of the children and families. Most work will involve late afternoon and early evening work.

General Statement of Duties: Provide social services to the children and families identified to participate in the SNAP program. This includes Parent group facilitation, providing family counseling and work in a team-oriented culture.

Essential Functions:

- Promotes the Mission and Philosophy of Holy Family Institute.
- Able to demonstrate leadership abilities
- Be trained to implement the SNAP training curriculum with children and parents.
- Establish working relationship with families that will engage them in the program.
- Have skills in family counseling.
- Organizational and case management skills
- Understanding child development and parental learning styles
- Help families to utilize community services.
- Be available to work a flexible schedule, including some early evenings.
- Be knowledgeable about parenting education.
- Be able to lead parent-training groups.
- Be skillful in documentation of success measures
- Be able to work in a team approach with the child worker and the other family worker.

Minimum Qualifications

Candidate must have an Associate Degree with 2-3 years experience working with children and families. A Bachelor's degree is preferred. Candidate must possess good writing and communication skills and be proficient in use of the computer. Ability to work independently and effectively in a team-oriented culture. Act 33/34 and FBI clearances and valid PA driver's license required. Additionally, must have use of a car during work hours.

Please apply online at www.hfi-pgh.org/careers