



Employment Opportunity

Location of Job:	Cortland New York
Employer:	CAPCO
Program Name:	Cortland County Healthy Families
Job Title:	Family Support Specialist/Family Resource Specialist
Description of Duties:	Responsible for establishing a trusting relationship with families through initiating and maintaining regular, long-term contact with families for the purpose of strengthening the parent-child relationship, providing child development information, offering support in the areas of goal setting and problem solving through the regular contact with families, primarily in their homes. Applicants must be able to maintain strict confidentiality and appropriate boundaries with families based on policies by local agency and funding sources. Other duties as assigned. When needed, complete functional duties of Family Resource Specialist.
Hours:	37.5 hours per week. Monday – Friday. While hours are typically 8-4, the availability for later appointment times with working families up to 6 PM is needed.
Salary:	\$18-\$19/hour
Minimum Requirements:	Minimum of a high school diploma or equivalent, plus 3 years' experience or Associated degree in human service field with at least 1 year experience in working with or providing services to children and families, an ability to establish trusting relationships, acceptance of individual differences, experience and humility to work with the culturally diverse families, knowledge of infant and child development, willing to engage in building reflective capacity (e.g., capacity for introspection,

	communicating awareness of self in relation to others, recognizing value of supervision, etc.), infant mental health endorsement preferred.
Preferred Requirements:	Knowledge of community resources; successful parenting and/or childcare experience; ability to identify family strengths and foster self-sufficiency and independence in families; ability to be satisfied with on-going projects where positive outcomes are often not immediately apparent; ability to establish trusting relationships and work effectively with mothers, fathers, and extended family; Belief that children need to be nurtured. Strong writing skills and experience with Microsoft Office software.
Contact Information:	Link to Apply: https://completepayroll.evolutionadvancedhr.com/JobApplication.aspx?jobpostingkey=cc95a757-b1fb-4edc-a9da-c95a92c744b6
Deadline for Resumes:	Until position is filled.