

Triple P Parent Educator

Smart Start of New Hanover County (SSNHC) is accepting applications for the full-time position of **Smart Start Triple P Parent Educator**. The agency is part of the nationally recognized early childhood initiative designed to develop and implement local services supporting young children's health, families and early care and education.

Applications accepted until position is filled. Please submit cover letter and resume to:
Smart Start c/o Jane Morrow - 3534 S. College Rd., Suite F, Wilmington, NC 28412 or
jane.morrow@newhanoverkids.org

The parent educator will provide parenting education and supports using the evidence-based program **Triple P-Positive Parenting Program**[®]. Services include multiple service delivery methods (group, individual and seminar) and multiple curricula (Levels 2 - 4). The parent educator must become trained in all applicable curricula, pass accreditation criteria and deliver services with fidelity. Other expectations include the planning and implementation of presentations, the provision of ongoing consultation and support to clients, facilitation of group meetings, and involvement, as appropriate, in community activities related to early care and education and family services. (Bilingual skills- Spanish/English, a plus). Group classes are offered at least one evening a week.

Essential Duties:

- Perform a broad range of duties to develop or enhance Smart Start's mission and relationships in the community;
- Provide professional parent instruction and delivery of information to families following the curriculum models;
- Ensure compliance to program standards and fulfillment of all program components, including personal in-home visits;
- Monitor the client data for accuracy and consistency;
- Work closely with community agencies and stakeholders to identify qualifying families
- Promote knowledge of, access to, enrollment in Smart Start funded community –based services;
- Facilitate access and use of community resources, early childhood services, and SSNHC projects for target populations, as required;
- Respond to and/or research data related to customer's request for information or services, making referrals, preparing and mailing/delivery of follow-up information in a timely manner, when needed;
- Maintain up-to-date database and/or documentation of services provided ensuring confidentiality when necessary;
- Attend pertinent trainings; ensuring all required trainings are met;
- Prepare all required project reports;
- Perform any other duties assigned.

Education:

Bachelor's Degree, preferred in Social Work; Early Childhood Education, Human Services or related field; or an equivalent combination of education and experience.

Experience:

Three years in human service/family strengthening field.

Knowledge, Skills and Abilities:

Group facilitation skills including being able to present an evidence based curriculum with fidelity; create a conducive classroom environment for optimal learning by managing common group issues and working through various manifestations of parent resistance; clinical skill such as rapport building, effective interviewing and communication skills, session structuring, and the development of empathic, caring relationships with family members; interpersonal skills including the ability to establish and maintain effective working relationships with clients, community members, and other staff; knowledge of protective factors and family systems; use of a strengths-based approach to working with families; ability to work independently and as part of a team; record keeping skills and computer competency in Microsoft Office and internet usage; initiative, problem-solving and creativity; ability to travel, work evenings and Saturdays, as needed; and valid driver's license.