

Parent Educator—Position Description

Summary: Parent Educators provide personal visits (usually in the home) with primary care providers of children prenatal to 5 years of age, using the Parents as Teachers Foundational Curriculum and Foundational 2 (3 through Kindergarten). They also provide screenings, FACE Family Circles, and resource networking. It is a multi-faceted, demanding position. Most schools in the United States that employ certified PAT Parent Educators consider it a professional-level position. Some have created a job level specifically for parent educators.

Preparation to become a skilled Parent Educator:

- Become a certified PAT Parent Educator by attending a one-week Foundational Curriculum and Model Implementation Training in St. Louis, Mo. Pass all assessments during the training and complete a developmental chart.
- Attend the Foundational 2 Training to work with families age 3 through Kindergarten.
- Renew certification yearly by participating in on-going professional development: FACE professional development includes participation in FACE Regional Meetings and FACE webinars.

Duties and Responsibilities of a Parent Educator:

- Become knowledgeable in the PAT *Foundational Curriculum* and model components; and provide personal visits using the eight *Foundational Plans* in the online curriculum and using the *Planning Guide* to plan the content of personal visit with families. Because there is so much material to learn, on average it takes a parent educator 1-2 years to become skilled.
- Be able to use technology to access the curriculum, plan personal visits and content for Family Circles and document services received by families through data-based systems - NASIS and Penelope.
- Schedule and complete at least 12 personal visits each week with 12 families (3-4 personal visits a day as new parent educator; after first year increase caseload to 24 families and provide bi-weekly visits).
- Conduct personal visits (60 minutes) on a weekly or bi-weekly basis with each family. Conduct multi-child visits when family has more than one child (visits will last 75-90 minutes).
- Plan the visit using Foundational materials and resources, gather materials, travel, conduct the visit, and clearly document the visit within Penelope.
- Develop a comfortable and trusting relationship with each family so that the needs of each individual child are met.
- Ensure that each family participates in 75% of the offered personal visits.
- Offer a monthly FACE Family Circle that focuses on child development, neuroscience, or a parenting topic (three areas of emphasis). Coordinate efforts with partner parent educator and the FACE team. Ensure that each family participates in at least 75% of the meetings.
- Complete required annual screenings for each home-based child on the caseload (within 90 days of enrollment).
- Complete required Family-Centered Assessment Synthesis Record in Penelope (within 90 days of enrollment) and update as needed for each participating family.
- Follow-up on concerns and delays indicated by screenings. Document all referrals and outcomes.
- Be knowledgeable about community resources and link families to appropriate resources and document.
- Develop and/or be a part of a Community Advisory Council.
- Help parents and children transition to either FACE center-based, another preschool setting, the school's Kindergarten, or to the PAT Foundational 2 curriculum (age 3 through Kindergarten).

Requirements for Hiring:

- Preferred qualifications are an AA degree or 60 hours of college credit, or a bachelor's degree in early childhood education, social work, health, psychology, or a related field. The minimum qualifications for parent educators are a high school diploma or GED and two years' previous supervised work experience with young children and/or parents. (Requirements are from the *Parents As Teachers 2018 Model Implementation Manual*.)
- Be able to travel to required trainings and professional development each year.
- Hold a valid driver's license.
- Be highly organized.
- Be able to learn the PAT curriculum and convey that information to parents.
- Be able to use computer, internet and other technology to fully utilize NASIS, Penelope database system.
- Be able to establish rapport with families and empower parents by building on their strengths.
- Be able to work well in a team.
- Be able to use a laptop and software to plan and document services.

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