



## FOUNDATIONS EARLY CHILDHOOD HEALTH SPECIALIST

### *Job Description*

**REPORTS TO:** Foundations Wellness Manager

**FLSA STATUS:** Non-Exempt (30 Hours)

### **JOINT INITIATIVES FOR YOUTH + FAMILIES (JI) - An Equal Opportunity Employer**

Joint Initiatives for Youth + Families (JI) is a nonprofit 501(c)(3) located in Colorado Springs, Colorado, serving the Pikes Peak region. JI's work centers on empowering individuals to advance a safe, healthy, and flourishing community by preventing, reducing, intervening, and solving the social problems when families have limited (or fragmented) access to thrive. JI leads the charge to bring over 60 different community organizations, local leaders, and government agencies to the table, working collaboratively to solve data-driven community issues embraced with an equity lens and collective impact focus.

JI's three primary programs offer a range of services for youth (birth-21) and their families, extending from a preventive focus to more intensive intervention services.

JI is the umbrella organization for three statutorily required state councils: the Early Childhood Council (Alliance for Kids), the Interagency Oversight Group (IOG), and the Juvenile Services and Planning Committee (JSPC). The IOG and JSPC have joined to become the REACH Committee.

### **FOUNDATIONS PROGRAM OVERVIEW**

Foundations is the early childhood program of JI, bringing together agencies and individuals to work collaboratively on a seamless system of care for young children and their families in El Paso County.

### **SUMMARY OF POSITION**

Local partnership and systems-building efforts are necessary to give children equitable access to health and developmental screenings so that they can be healthy and well in the early years and beyond. This will be accomplished by providing Early Childhood Health Specialist services at the child, classroom, program, and community levels and in partnership with parents, teachers, center director(s), and Child Care Health Consultants (CCHCs). Ultimately, this coordinated work will seek to achieve three overarching goals: 1) educate Universal Pre-Kindergarten (UPK) providers and the greater community on the impact of early dental and health screenings on school and behavioral success; 2) create conduits for CCHCs to conduct annual health screenings at each UPK site; and 3) build and strengthen partnerships between UPK providers and primary care.

### **RESPONSIBILITIES + DUTIES**

- Ensures health and developmental screening support and coordination is available to early childhood professionals caring for young children.
- Works with Child Care Health Consultants (CCHCs) to support the development and implementation of UPK Quality Standards related to voluntary vision, hearing, dental, and health screenings, as well as developmental screenings, as well as family and community engagement, aligned to health indicators for Universal Pre-K, with a strong emphasis on oral health prevention.

- Provides outreach to and engagement of Universal Pre-K providers in health-related quality standards and local programming.
- Ensures El Paso County UPK provider success with health-related Quality Standard requirements, including a strong emphasis on oral health prevention.
- Builds on and strengthens existing local systems to ensure early identification of developmental delays through appropriate screening and referral and supports families in accessing developmental services and supports.
- Ensures development of resource lists for early childhood programs and families.
- Links early childhood programs with quality improvement coaching as needed to address classroom-level needs that are better met through coaching rather than health-related Quality Standards support.
- Models and ensures a relationship-based approach to supporting professionals in the field of Early Childhood Education.
- Works collaboratively with JI's Strategic Initiatives Director and/or other requesting partners to collect and report data for programming.
- Engages in productive and respectful communications with JI leadership and colleagues.
- Works productively with JI's management team to pursue policy changes and recommendations as driven by data and Collective Impact discussions.
- Displays a positive attitude, works well with others, and accepts direction well.
- Works well under stressful and emotionally taxing circumstances and engages in effective self-care.
- Embraces the importance of racial equity, supports JI's strategies and culture to promote equity in early childhood systems, and implements JI's Racial Equity Action Plan (REAP) as requested.
- Works effectively with those representing a variety of needs and abilities, with varying socioeconomic, cultural, and racial backgrounds.
- Recognizes that we hold attitudes and beliefs that can detrimentally influence our perceptions of and interactions with individuals who are diverse from ourselves.
- Treats children and families with respect, dignity, and empathy.
- Reviews work for accuracy, clarity, timeliness, and conformance with procedures and processes.
- Commits to JI's organizational mission, vision, and operating philosophies in compliance with instructions, policies, and guidance.
- Assumes other tasks and projects as assigned.

## KNOWLEDGE, SKILLS + ABILITIES

- Organizes and manages multiple tasks concurrently.
- Must possess strong leadership skills and an ability to build relationships and connect people with one another for a common goal.
- Excellent written and verbal skills.
- Functions and works effectively both independently and as part of a team.
- Works with a diverse population, modifying intervention strategies for different settings, levels of experience and education, and learning styles.
- Plans and completes projects within designated timeframes.
- Manages conflict constructively and applies problem-solving skills to develop solutions for unanticipated issues and challenges.
- Must be proficient in a Windows and web-based technology environment.
- Maintains confidentiality regarding work performed.

## EDUCATION + EXPERIENCE

A minimum of an associate degree from an accredited college is required; three years related experience and/or training; or an equivalent combination of education and experience.

## SALARY RANGE

\$18-\$21/hour, with an additional 15.35% benefits stipend to provide for health insurance and savings plans.

## COMPUTER SKILLS

To perform this job successfully, an individual should have knowledge of Microsoft software (e.g., Word, Outlook, Excel, PowerPoint). Knowledge of internet tools (e.g., Microsoft Teams, Zoom, Safari, Google Chrome) is desirable.

## LANGUAGE + MATH + REASONING ABILITY

- Ability to read, analyze, and interpret general periodicals, professional journals, technical procedures, or governmental regulations.
- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.
- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

## CERTIFICATES + LICENSES

Current, valid Colorado driver's license and proof of auto insurance.

## WORK ENVIRONMENT

Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate. Remote working may be necessary due to current public health concerns; travel is primarily within the Pikes Peak Region, with occasional travel to surrounding areas in Colorado. For positions that do not have a dedicated JI office, work will be conducted at home, in JI's open office space, and/or within the community. A laptop computer and cell phone will be provided for every employee regardless of office space designation.

## PHYSICAL DEMANDS

The physical demands described here are representative of those that an employee must meet to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform these functions.

- The employee must occasionally lift and/or move up to 25 pounds.
- Specific vision abilities required by this job include close vision and distance vision.
- While performing the duties of this job, the employee is regularly required to talk and hear.
- The employee is frequently required to stand, walk, sit, use hands to finger, handle, or feel and reach with hands and arms.
- The employee is occasionally required to stoop, kneel, crouch, or crawl.