



HOME VISITOR

Location: Douglas County, Oregon

Salary: \$16.10 - \$20.13 Hourly

Full Time Position / Position works 40 hours per week. UCAN provides an excellent employee benefit package.

Home Visitors for the Early Head Start Program Provide In-Home education services to children and their families enrolled in Early Head Start. Home visitors work in partnership with parents on child issues as they relate to the family.

ESSENTIAL JOB DUTIES

Under the direction of the Early Head Start Director the Home Visitor will:

- Conduct weekly home visits with each family.
- Drive to family home and deliver health, educational, nutritional and child growth and development information to parents via weekly meetings.
- Coordinate with parents to ensure prenatal, well-child exams, immunizations, health screenings, and nutrition assessments are complete.
- Conduct monthly social activities for all families.
- Document all child and family contact information, attendance, observations and lesson plans in web based data systems.
- Complete developmental and behavioral screenings on each assigned child and other required assessments with families in a timely manner.
- Assist and support families in locating resources and scheduling appointments with community resources that best meet their needs.
- Report and document incidents of suspected child abuse and neglect to DHS and child development services supervisor within 24 hours of incident.
- Respect the confidentiality of information about Head Start children and families, staff and personnel issues, and agency operations.
- ✓ **Regular and consistent attendance is required. May require some evening meetings.**

POSITION REQUIREMENTS

Minimum Qualifications:

- **NOTE:** Child Development Associate Certificate in Home Visiting **OR** AA in Early Education with (early education credits and SSCBT equivalent) **AND** at least 6 months of experience with infants, toddlers and preschool age children **OR** a combination of one or more if willingness to enter into professional development plan at beginning of service to obtain requirement as set forth by program director.
- Qualified applicants with bilingual capabilities in English/Spanish will be given extra consideration.
- This position requires driving. At time of appointment, must possess valid Oregon driver's license. Out of state license holders are required to obtain Oregon driver's license within 30 days of hire. Finalist must provide court print driving record that meets the requirements of the UCAN Driver Policy as part of contingent offer of employment.
- This position requires enrollment in the Criminal History Registry. Link: https://secure.emp.state.or.us/ccd/index.cfm?action=home&i=nrml_fwd_s7 Include Registry number on the UCAN Application for Employment.
- This position requires complete vaccination or approved exemption against Covid-19 prior to start date.
- This position requires a Staff Health Appraisal.
- This position requires bending, occasionally lifting and carrying up to 25 pounds, occasionally lifting up to 60 pounds using a team lift method. Requires keyboarding, reaching, sitting, standing, stooping and walking and hearing voice conversation. Requires continuous mental and visual attention.



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SUBMIT completed application and receipt of enrollment in the Background Registry to:

ucan.employment@ucancap.org

UCAN Human Resources, 280 Kenneth Ford Drive, Roseburg OR 97470

Website: <https://www.ucancap.org/index.php/who-we-are/career-opportunities> Phone:

541-492-3913 FAX: 541-492-3921

UCAN is an Equal Opportunity Employer.

If you require special assistance at any point during the application or selection process and would like to request an accommodation due to a disability, please e-mail a description of your request to Human Resources:

ucanhr@ucancap.org