



Job Title: Community Based Supervised Visits and Parent Ed Worker

Reports To: Program Director

Job Type: Contracted Part Time

Salary: Hourly Range - \$22-\$25 per hr.

Number of hires for role: 8-10

#### **About the Urban League Twin Cities (ULTC)**

For more than 90 years, Minnesotans have looked to the Urban League as a source of strength in the community. From employment to education to engagement, the Urban League seeks to help African descendants strive for and achieve economic empowerment and self-sufficiency to build wealth that can be passed down from generation to generation.

We envision a future in which African descendants can be fully engaged, empowered and invested in the success and well-being of the Twin Cities metro area. The Urban League understands that the cultural heritage and assets of people of African descent are a rich resource of creativity, power and beauty.

We believe that a strong and systemic change is needed to transform our communities. The Urban League plays a vital role as advocate and thought leader for issues affecting African descendants in the Twin Cities.

#### **About the Position**

Provides supervised visits for court – ordered cases of children and families involved with County Child Protection Services. Family meetings can include in-home, community based, and/or agency-based visitation and relevant services. May include parenting classes and making referrals to other agencies. This program may also be in partnership with Hennepin County center based supervised visitation program.

#### **Primary Duties and Responsibilities:**

- Contact foster parent **and** parent to schedule visiting time between parent and child
- Communicate ULTC guidelines and expectations for visits
- Ensure the child's safety and well-being by actively monitoring interactions; intervene when necessary
- Document observation, keep detailed records of significant interactions, parent behavior, and any concerns observed during the visit, which may or may not be reported to the court or relevant agency
- Document any concerns while facilitating a positive parent-child connection, document progress and growth
- Enforce court orders during visit
- Prepare and provide accurate reports and feedback to Hennepin County and ULTC Program Director
- Maintain confidentiality and secure records and data to maintain privacy
- Serve clients throughout Twin Cities metro area
- Secure parent signatures on all required forms

#### **Experience & Qualifications:**

- Bilingual; Ability to communicate fluently in Spanish
- Coaching or mentoring experience preferred
- High School Diploma required
- Associate or bachelor's degree preferred
- Minimum 2 yrs. working experience working in childcare, human services, or related field
- Highly developed ethics, integrity, and emotional intelligence
- Good verbal and written communications skills



**Knowledge, Skills, and Abilities:**

- **Knowledge of:** Community values, documentation requirements/protocols.
- **Ability to:** communicate well orally and in writing; establish strong relationships with clients, co-workers and the public; accurately record information. Interact with families from various cultures and backgrounds. Work with families without biases; culturally competent.
- **Skill in:** computer systems/applications.