



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.