



Position Title:		
Family Resource Specialist (FRS)		
Employer:	Counties Served:	Salary:
Southernmost Coast Early Steps, Easter Seals of Florida	Miami-Dade Monroe	\$20.40/Hour
Position Description:		
<p>We are currently seeking a Family Resource Specialist to join our team to be an advocate and parent liaison to families in the Southernmost Coast Early Steps program in Miami. The Family Resource Specialist must be a parent or family member of a child who received or would have been eligible for early intervention services.</p> <p>Full-time position working 37.5 hours per week Work schedule will be either 8:00 am to 4:00 pm or 8:30 am to 4:30 pm</p> <p><b>Essential Functions:</b></p> <ul style="list-style-type: none"><li>• Participate in local and state parent organizations and meetings to stay current on topics and trends in family centeredness and other issues related to early intervention</li><li>• Exchange information with other community programs and agencies regarding programs and initiatives for young children with special needs and their families</li><li>• Participate in staff and provider training, workshops and other activities, both as a presenter and a participant to ensure a family sensitive focus</li><li>• Provide assistance, training and leadership for families</li><li>• Participation in the formulation of contracts to meet program deliverables</li></ul> <p><b>Qualifications:</b></p> <ul style="list-style-type: none"><li>• Minimum of a high school diploma or GED</li><li>• Excellent interpersonal skills and communication skills, both written and verbal, to ensure effective interaction with community partners/agencies and team members, as well as to make effective presentations</li><li>• Proficient in using Microsoft: Word, Excel, Outlook, PowerPoint</li><li>• Experience working with families in a volunteer or professional capacity preferred</li><li>• Experience with and ability to work with diverse populations</li><li>• Excellent organizational, time management, customer service and communication skills</li><li>• Bilingual (English/Spanish) preferred</li><li>• Knowledge of local community resources</li><li>• Ability to meet the Easterseals Florida approved driver qualifications</li></ul> <p><b>Required:</b></p> <ul style="list-style-type: none"><li>• Candidates must be a parent or family member of a child who has received early intervention services or would have been eligible for such services. This personal experience is crucial for effectively supporting and advocating for families in similar situations.</li></ul>		
Contact:		Application or Job Posting Link:
Olabisi Baruwa-Castro <a href="mailto:obaruwa-castro@fl.easterseals.com">obaruwa-castro@fl.easterseals.com</a> (305) 929-8705		<a href="#">View Posting</a>