

## POSITION DESCRIPTION

<b>POSITION (TITLE):</b>	Family Home Visitor	<b>DIVISION:</b>	Health Protection
<b>REPORTS TO:</b>	Manager, Healthy Babies Healthy Children Program	<b>UNION AFFILIATION:</b>	Non-Union
<b>REVIEWED:</b> <b>Direct Supervisor</b>	Manager, Healthy Babies Healthy Children Program	<b>DATE: (R) if revised</b>	August 3, 2022
<b>APPROVED:</b> <b>MOH/CEO, Director</b>	Director, Health Promotion	<b>DATE:</b>	May 12, 2003
<b>AUDITED:</b>	Human Resources	<b>DATE:</b>	March 13, 1998, August 1, 2000

### ***POSITION SUMMARY:***

The Family Home Visitor is responsible for working with families to build on their strengths, develop their parenting skills, help them connect with resources in the community, and promote attachment, and healthy infant and child growth and development.

### ***DUTIES AND RESPONSIBILITIES:***

1. Makes and keep appointments for home visits.
2. Plan and prepares material for developmental education and demonstration in the home.
3. Provides information to expectant and new parents on pregnancy, healthy child development, providing a safe, secure and nurturing environment, behaviour management and living skills.
4. With support from a Public Health Nurse, may provide information on feeding, family planning and general health.
5. Provides information and links individuals and families with appropriate supports and services in the community.
6. Listens and encourages parents to talk about their children and families.
7. Offer encouragement, hope and reassurance.
8. Reviews families' progress in collaboration with the supervisor and team and works according to an agreed upon plan of action.
9. Promotes the program in the community and collaborates with local agencies and services.
10. Attends staff meetings and participates in training opportunities.

11. Completes forms and reports as required.

**QUALIFICATIONS / REQUIREMENTS:**

- Knowledge of parenting skills.
- Ability to read and write English.
- Ability to plan and organize and to manage time effectively.
- Problem solving skills.
- Able to work independently and collaboratively in a team environment.
- Able to work with high risk families.
- Demonstrate job readiness and ability to make a commitment (eg. a history of holding a job or volunteer position, or of completing a training program [preferably in a helping role]).
- Where needed, fluency in the language of the population to be served.
- Where needed, familiarity with the needs of the community to be served (eg. Varied ages, cultural and socioeconomic backgrounds) /
- Satisfactory criminal reference check.
- A valid driver's license, and access to a vehicle.
- Maintains confidentiality regarding community families visited.
- Minimum Grade 12 education.

**OCCUPATIONAL HEALTH AND SAFETY:**

- Follows all policies and procedures to ensure personal safety and safety of others.
- Reports any equipment or safety problems to supervisor.