# EXCHANGE FAMILY CENTER

**POSITION TITLE**: **Parenting Coach & Family Therapist**

**FLSA STATUS:** Exempt

**JOB SUMMARY:** This is a 30-40 hour per week position with benefits that is supervised by the Program Manager of the Family Support Program. The caseload and salary will be pro-rated according to weekly hours worked. The Parenting Coach & Family Therapist works directly with families providing in-home, strength- based, goal-oriented parenting support using one or all of these models:

* Parent-Child Interaction Therapy (PCIT)
* Attachment and Biobehavioral Catch-up (ABC)
* SafeCare
* Positive Parenting Program (Triple P)

**GOALS**:

1. To develop a trusting relationship with the family: to be accepting and non-judgmental.
2. To assist parents in building a positive self-concept by helping them to recognize and develop personal strengths.
3. To provide emotional support and encouragement to parents and to be an attentive listener.
4. To be a positive role model to the family, and to interact with the children and parents in a patient and loving manner.
5. To assist parents in developing problem solving skills, coping skills, and improved communication skills in order to resolve day-to-day crises.
6. To provide child development and discipline information to parents, encouraging them to have realistic expectations of their children, and to discipline without abuse using one of our models.
7. To encourage family activities, recreation, exercise, and the expansion of social contacts.
8. To assist family in identifying and sorting priorities, and to promote the utilization of community resources.
9. To participate in developing attainable goals and in implementing the actions steps.

**RESPONSIBILITIES**:

1. To make a minimum of 1 personal face-to-face visit weekly per family for a case load of up to 25 clients per year, serving 10-11 families at a time, including making appointments in the evenings or on weekends to accommodate families’ needs.
2. To develop with the family a plan based on a strengths-based approach. Utilize SafeCare, PCIT, ABC, or Triple P to help the family strengthen their relationship and discipline appropriately.
3. To provide some means for family to contact Parenting Coach & Family Therapist and to respond promptly to families.
4. To maintain written records and collect and record required data; submit reports in a timely manner. Write reports and correspondence as necessary. Ensures that all client files are completed.
5. To become trained in at least two, and possibly all four models and attend in-service training when provided.
6. To participate in weekly supervision, case consultation, and in regular staff and team meetings.
7. To maintain confidentiality of families at all times.
8. To commit to working with a family for a minimum of 12 weeks and continue on until they master new skills, extending services as long as the family continues to set and make progress on goals.
9. To report any suspected child abuse/neglect in the family to supervisor immediately.
10. To participate in team meetings regarding families and to testify in court as needed regarding families.
11. To perform other related duties as assigned.
12. To adhere to agency and Family Support Program policies.

**POSITION REQUIREMENTS**

* Master’s degree in related field plus 2 or more years relevant experience preferred.
* Previous training and experience in PCIT, ABC, SafeCare, or Triple P a plus, but not required.
* Bilingual English/Spanish speakers preferred, but not required.
* Strong written and verbal communication skills.

**HIRING RANGE: $44,700 - $46,250 with full benefits for 40 hours/week (pro-rated according to weekly hours worked)**