



## SPARK Parent Partner

### **Our Mission:**

The Homeless Families Foundation educates and nurtures children while empowering families to achieve stable housing and self-sufficiency.

### **Position Overview:**

This position reports to the Spark Supervisor and is responsible for providing pre-kindergarten literacy services and interventions to children and families eligible for the SPARK Program.

### **Key Responsibilities:**

- Assists in recruitment of children and families eligible for the SPARK program
- Provides home visits to children and their parents/guardians eligible for the SPARK program; adhering to the SPARK model of home visitation
- Successfully achieves reliability with Pre-K literacy assessment tools
- Develops therapeutic relationships with children and their parents in a home visiting environment; Provides at least monthly face to face contact with children and families
- Assesses educational, physical, emotional, social and environmental needs of children and their families as they relate to SPARK domains
- Develops individual learning plans for SPARK children and families
- Completes required documentation of cases/client load in a timely fashion
- Provides support and linkages to resources for children and families in meeting their goals per SPARK guidelines
- Consults and collaborates with other SPARK parent partners involved in providing services to children and families
- Cooperates in review and analysis of the data reports for achievements and areas for improvement.

### **Qualifications:**

- BS/BA in Education/Early Childhood Education/Education Administration preferred
- Teaching Certification will be considered
- Minimum 2 years working with children in at-risk situations
- Congruence with agency mission, vision and values required
- Valid driver's license, proof of automobile insurance, ability to drive an agency vehicle, ability to successfully pass a pre-employment drug screen, and ability to pass a criminal background check required
- Ability to successfully navigate technology used with families and programs used to collect data