



**JOB DESCRIPTION**  
**FATHERHOOD COMMUNITY HEALTH WORKER (FULL-TIME)**

*Updated September 2024*

**FLSA Status: Non-Exempt**

***The mission of Healthy Start is to improve maternal and child health and to reduce poor birth outcomes and infant mortality in Allegheny County and Westmoreland County.***

**Position Overview and Purpose**

This is a community-based position contributing to the successful delivery of services and supports for fathers across the organization by supporting the fatherhood “community of practice” across the Healthy Start, Inc. organization. The Fatherhood Community Healthy Worker (CHW) enrolls and delivers case management services and develops and leads group education and support initiatives for fathers enrolled in programs across the organization. The Fatherhood CHW will exhibit expertise in high-quality service offerings, case management, community outreach, and implement creative ideas to best support fathers and their families in collaboration with the Healthy Start multidisciplinary team and support from the Fatherhood Coordinator. A successful Fatherhood CHW is passionate, knowledgeable of family systems, aware of community resources, empathetic, flexible, detail-oriented, thinks outside the box, has excellent written and verbal communication skills, and embodies the organization’s principles of public health and health equity.

**Position Duties**

- Identifying and engaging eligible fatherhood program participants as defined by the Healthy Start program, working closely with the multidisciplinary team.
- Providing home- and community-based case management and coordination services to eligible participants while serving and maintaining a full caseload
- Displaying specialized knowledge of working with vulnerable populations, i.e.: alcohol, tobacco and other substance abuse; mental health/mental retardation; incarceration; HIV/AIDS, etc.
- Linking program participants to community resources such as housing, workforce development programs, transportation, food, and mental health services.
- Using depression screening tools and refer to treatment if necessary.
- Documenting service delivery and conducting periodic service planning meetings with participants and service providers.
- Developing content for and coordinating group educational and support activities—including programs and classes using 24/7 Dad™ and Nurturing Parenting™ curricula, as well as other tools and frameworks.
- Assisting in identifying gaps in services and health needs and devising remedies in health-related areas.
- Assisting and/or presenting programs on health information and services to community groups.
- Performing other duties as assigned relevant to the agency.

**Position Qualifications**

- Knowledge of prevention strategies, needs risk assessment and family systems.
- Understanding of community and service delivery systems.
- Case management and strong team orientation and collaboration skills.
- Emergency response and crisis management skills.
- Sound analytical and problem-solving skills.

- Effective leadership, engagement, public speaking and presentation skills.
- Effective written, verbal, listening and interpersonal communication skills.
- Demonstrated good decision making in dealing with safety issues.
- Professional demeanor is required as you will interact with people at all levels within the organization, outside of the organization and community.
- Ability to follow instructions, take direction from management, work autonomously and comply with the boundaries of established policies and procedures.
- Ability to effectively plan and facilitate group sessions.
- Ability to motivate participants to keep appointments, obtain goals and take advantage of services.
- Ability to work with multi-cultural participants/agencies.
- Maintain an absolute commitment to protecting the confidentiality of employees and agency information handled daily as well as confidential record keeping skills.
- Must possess a valid unrestricted Pennsylvania Driver's License.
- Must possess current and valid unrestricted automobile insurance and be listed as an insured driver.
- Personal transportation with employees listed as an insured driver on the vehicle used for work.
- Act 33/34 clearances.
- Must be fully vaccinated for COVID-19.

### **Supervisory Relationship**

This position functions as a member of the home visiting team working independently and in collaboration with other team members, under the direction of the Home Visiting Supervisor with peer support from the Fatherhood Coordinator.

### **Physical Demands**

- ***Healthy Start operates under a hybrid work-at-home/in-office/in-community structure.***
- The work performed is 80% conducted in the field. Candidates must possess the ability to work at locales outside of the office environment.
- The other 20% of the position is office work requiring sitting, keying, typing and answering phones, with occasional light lifting, carrying, stooping, standing, bending, walking and filing.
- Intense mental, visual and aural attention is required as the work involves responding to requests, planning or performing work that is at times, can be fast paced.
- Out-of-town and overnight travel may be required on occasion.

### **Compensation:**

The pay range for this position is \$18-\$20 per hour, commensurate with skills and experience. Includes competitive benefits package.

***Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.***

**Please send resume and cover letter to Human Resources at to [HR@hsipgh.org](mailto:HR@hsipgh.org)**