

EARLY CHILDHOOD BLOCK GRANT

The Center: Resources for Teaching and Learning

Serving Children Ages 0-5 and their families living within School Districts 15, 23, 25, 26 & 57

Kristen Ford, Project Director

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FIND/PI for 0-3 year-olds – (847) 963-1214 / jrivera@ecdec.org ECDEC Preschool for 3-5 year-olds – (847) 963-3450 / mnova@ecdec.org

Doula

Job Description (Qualified Staff)

In order to best serve families, FIND/PI is committed to employing the most qualified and capable staff that both understands and are able to serve the many needs of the community. Doula's should possess, at minimum, a BA/BS in a human services or related field and have experience working with children/families. Previous pregnancy/birth work is a plus. Doula's must also be able to effectively communicate with families as well as fellow professionals.

Professional responsibilities:

- Partner with parents by providing pregnancy support during the woman's third trimester, labor, and postpartum period, up to 3 months
- Ability to be on call 24/7 (including evenings and weekends) when on rotating after hours shift
- Assist family in creating their birth plan and strengthen their ability to advocate for themselves during the birth process
- Support parents with infant feeding and basic infant care postpartum, including strengthening the parent-child relationship
- Understand and utilize the Parents as Teachers curriculum and other relevant perinatal curriculums to share research-based information with families
- Facilitate prenatal groups that focus on pregnancy topics such as, breastfeeding, nutrition, labor awareness and other topics as determined by program, and complete required documentation for groups
- Work in partnership with Parent Educators to ensure continuity of quality services before and after the birth of the baby
- Perform outreach and enroll families into Doula and home visiting programs
- Support families in obtaining appropriate resources based on need and assessment
- Provide community education and outreach within the medical clinic/hospital communities as necessary, maintaining a positive relationship with community agencies and medical professionals
- Attend required Doula based trainings
- Participate in weekly staff meetings and monthly reflective supervision
- Maintain records in accordance with program policies, procedures and requirements
- Attend all required program inservices, conferences, and trainings
- Perform other related duties as assigned

Requirements:

- Must be bilingual Spanish/English (Bicultural Preferred)
- Effectively communicate with team members and families
- Maintain professional boundaries with families enrolled in FIND/PI
- Adhere to FIND/PI confidentiality policies
- Value culture as an influence on pregnancy and parenting; practice cultural humility when working with families

- Value their role as a liaison between community service agencies, medical homes/hospitals and families
- Possess professional resiliency when dealing with difficult situations
- Ability to help parent build confidence and capacity for effective parenting
- Committed to reflective practice with families and ability to self-reflect on work done with families