



**Job Title:** Bilingual Trainer, Parent Orientation to Child Welfare Services Program

**Job Classification:** Full-Time, Non-Exempt

**Reports to:** Deputy Director

**Hours:** 30-40 per week including some evenings and weekends

**JOB SUMMARY:** This position provides individual support and group training to parents who are involved in the Child Welfare and Dependency Court Systems. The Bilingual Trainer is also responsible for direct outreach to parents and to other community programs that parents may interact with.

**ESSENTIAL FUNCTIONS:**

- Contact parents directly to engage them in the program.
- Conduct regular group sessions in a classroom setting to teach parents about the Child Welfare System, Dependency Court, Foster Care and Family Reunification as well as skill building exercises in self-regulation, communication, and follow through on case plans.
- Work closely with Sonoma County Family Youth and Children's Services to understand how the Child Welfare System works, the goals of Team Decision Making Meetings and the use of the Juvenile Dependency Court system.
- Coordinate guest speakers for class sessions and arrange for interpretation services if needed.
- Develop knowledge about community resources.
- Contact other community organizations serving parents to educate them about the Orientation program.
- Document all contacts with families including class attendance, individual sessions and phone contact.
- Coordinate all logistics including printing class materials, making room reservations, providing snacks, etc.
- Attend required individual supervision meetings as established.
- Complete all scheduled program reports.

**KNOWLEDGE/SKILLS/EXPERIENCE:**

- High level of proficiency in developing and presenting training materials.
- Knowledge of the Child Welfare System, Dependency Court, Foster Care, and Family Reunification.
- Knowledge and experience in working with diverse populations, utilizing culturally competent, strength-based strategies.



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- Competency and knowledge in the fields of trauma, domestic violence and child abuse.
  - Demonstrated competencies in working with challenging families and adults.
  - Knowledge of child development, cultural influences and family dynamics, motivational interviewing and adult learning styles.
  - Ability to maintain confidentiality and discretion at all times.
  - Bilingual in Spanish/English.
  - Good written and communication skills.
  - Computer skills and ability to collect data.
  - Willingness to support CPI and their mission to staff and the community.
  - Must pass criminal background check.

#### **EDUCATION REQUIREMENTS:**

- The ideal candidate will have completed a Master's or Doctoral degree in a mental health field, a Juris Doctorate degree, or a Master's degree in another field related to Child Welfare Services or Juvenile Dependency Court.

#### **PHYSICAL REQUIREMENTS:**

- Ability to lift 25 lbs (supplies)
- Prolonged sitting and working on a computer and telephone.

**TO APPLY:** visit [calparents.org](http://calparents.org) or send a cover letter and resume to [humanresources@calparents.org](mailto:humanresources@calparents.org)

*Our mission is to end child abuse and strengthen the health of children, parents and families.*