

## Parent Educator Bi-Lingual (Spanish & English)

**Reports to:** Client Engagement Manager

**Position Status:** Salaried, Full Time, Exempt

Momentous Institute is seeking an experienced, bi-lingual, Parent Educator to join our collaborative clinical team. Founded in 1920, Momentous Institute is committed to offering services that are systemic, trauma-informed, and include brain and strengths-based perspectives. Comprehensive parenting classes and mental health services annually offered to over 3,500 children and family members focus on building and repairing social emotional health so families can achieve their full potential. With an emphasis on innovation, collaboration and training, Momentous Institute offers a truly dynamic work environment. Our Parent Education program provides innovative, intentional experiences for caregivers on site, in the community and virtually.

**Role:** Work as a member of the Parent Education team to provide Parenting Classes both at Momentous Institute, virtually and in the community.

### **Responsibilities:**

- Provide parenting and skill-based training (minimum of 10 classes per week) to groups of parents/caregivers on-site, virtually and in the community.
- Collaborate with local schools and community agencies to identify and recruit eligible parents/caregivers for parenting classes.
- Build and/or maintain relationships with community providers seeking parent education services.
- Maintain and review class curricula to ensure it is up to date with emphasis on parent needs, cultural considerations, current literature, and research.
- Participate in and support research initiatives implemented by Momentous Institute.
- Work collaboratively with team members to ensure continuity of care and services.
- Initiate individual or team consultation as needed.
- Exhibit Momentous Institute's core values: respectfulness, commitment, humility, innovation, stewardship.
- Perform other duties as assigned by Client Engagement Manager.

### **Qualifications:**

- Fluent in Spanish and English (verbal and written communication).
- Bachelor's degree in psychology, social work, child development or related mental health field.
- A minimum of three years' experience working with parents/caregivers, preferably in a community-based setting. Experience providing adult education classes.
- Comfort/experience with public speaking to a variety of group sizes.
- Strategic thinker that supports curriculum development
- Ability to work with clients and colleagues of diverse backgrounds.
- Strong verbal and written communication and interpersonal skills.

- Strong organizational skills to manage dynamic schedule, curricula, and partner requests.
- Willing to work flexible hours to accommodate evening classes
- Able to travel/drive to community sites where classes are conducted
- Experience building and using Microsoft Excel spreadsheets

**The ideal candidate will exhibit Momentous Institute’s core values:**

Respectfulness, Commitment, Humility, Innovation, Stewardship

**Physical Demands:**

- Occasionally moving self in different positions to accomplish tasks in various environments including tight and confined spaces.
- Constantly remaining in a stationary position, often standing, or sitting for prolonged periods.
- Occasionally adjusting or moving objects up to 15 pounds in all directions
- Occasionally operating motor vehicles
- Occasionally assessing the accuracy, neatness and thoroughness of the work assigned.

**Interested:**

Applications are currently being accepted and the position will remain open until filled. Candidates from diverse backgrounds are encouraged to apply. Please send letter of interest and resume to:

**Maria Sanchez, LCSW**

Client Engagement Manager

[msanchez@momentousinstitute.org](mailto:msanchez@momentousinstitute.org)

***COVID-19 vaccine is required for all employees as of September 1, 2021. (Momentous Institute is an equal opportunity employer and reasonable accommodations will be considered for valid medical or religious exemptions.)***

Momentous Institute maintains a policy of non-discrimination for all employees and applicants in every facet of the organization’s operations. Momentous Institute hires, trains, and promotes all qualified employees without discrimination on the basis of race, color, sex, religion, national origin, age, military status, disability, genetic information, gender identity, or sexual orientation.

All employment offers are contingent upon successful completion of a criminal background investigation, including a check of the National Sex Offender Registry

**Policy Statement**

**No form of abuse will be tolerated, and confirmed abuse will result in immediate termination. Momentous Institute will fully cooperate with authorities if allegations of abuse are made requiring investigation.**