



POSITION: Health Services Lead

REPORTS TO: Comprehensive Services Department Manager

AGENCY SUMMARY:

Child Care Resources (CCR) has been at the forefront of the early learning landscape for 30 years ensuring that all children have equitable access to safe, engaging, and positive early learning experiences that promote school readiness and lifetime success. With a staff of 120 and a budget of \$13 million, CCR provides a broad array of services for families and child care providers so that they in turn can support the development and well-being of our children.

OPPORTUNITY:

The Health Services Lead is directly responsible for overseeing the health and disabilities services, including Infant-Early Childhood Mental Health consultation for Early Head Start Family Childcare Partners (EHS FCCPs). This includes supervision of a Mental Health Transition Specialist and the coordination of various external health consultants in the delivery of supports and intervention related to health, nutrition, and mental health for both providers and enrolled children and families. In addition, the Health Services Lead will partner with peer leaders to support the integration and coordination of Health services within the broader context of the ELSD Department, including Early Achievers and other program teams. The Health Services Lead will use our agency mission and values, as well as current Head Start Performance Standards (HSPPS) and Early Head Start-Childcare Partnership (EHS-CPP) program deliverables to inform their work.

RESPONSIBILITIES:

- Ensure that the output of Health Services Team reflects our values, furthers our mission, and contributes to meeting contract deliverables
- Direct responsibility for EHS-CCP health and disabilities service delivery and management, as well as IECMH consultation, for all eligible childcare providers and families in accordance with various contract requirements
- Supervision and management of internal Mental Health Transition Specialist in the delivery of direct service to eligible childcare providers and families, including reflective supervision focusing on both technical and adaptive components in support the professional development and growth of supervisee coordination and oversight of external Health Services Consultants in the delivery of health, nutrition and intervention services as needed in accordance with HSPPS 1302 Subparts D and F
- Work in coordination with Comprehensive Services Team, EHS FCCPs, and families to establish and implement all HSPPS in relation to health, nutrition, and mental health, including monitoring health section of

children's files for compliance, providing direct support to FCCPs and families, and coordinating internal and external referrals as needed

- Work in coordination with Comprehensive Services Team, FCCP and families to establish and implement all HSPPS indicated in 1302 Subpart D including monitoring the disability section of a children's files to ensure compliance with HSPPS
- Coordinate and deliver all Health and Disabilities related trainings to Governing Bodies, EHS-CCP Team, FCCPs and families as required.
- Assist in the recruitment of children with special needs into the EHS-CCP program per ERSEA requirements
- Support Health Services Advisory Committee
- Coordinate with other ELSD Leaders on the integration of EHS-CCP program with other programs within the department to ensure a seamless delivery of services to both FCC Partners and enrolled families
- Supervise and complete tasks related to various work processes including but not limited to timesheets and mileage, invoicing and reporting
- Attend leadership meetings and follow up on responsibilities assigned through that shared leadership

QUALIFICATIONS:

Bachelor's degree in Family and Child Development, Health Services, Social Services or a related field and 5 years of related work experience; or a Masters degree in Family and Child Development, Health Services, Social Services or a related field related field and 3 years of related job experience. Candidate must also experience demonstrating leadership and a commitment to racial equity. Experience with Early Head Start, ECEAP and childcare regulations and performance standards required.

KNOWLEDGE, SKILLS AND ABILITIES:

- Expertise in effective coaching, mentoring and/or other consultative practices that support adult learners.
- Experience delivery home visits and health services in early learning settings
- Ability to work independently and self-motivate; majority of time is independent.
- Ability to analyze and interpret data; weekly use of data to inform work expected.
- Understanding and experience with Infant/Early Childhood Mental Health, Quality Improvement and Adult Learning Theory.
- Course work and/or formal training in culturally appropriate anti-bias practice and theory, along with a commitment towards continued professional development in this area.
- Effective written and verbal communication skills.
- Effective listening skills with the ability to give and receive critical feedback.
- Proven ability to work in a team environment.
- Ability to maintain timely documentation/data entry as well as reporting.
- Proven ability to consistently meet monthly project goals and deliverables.
- Ability to work occasional night and weekend hours.
- Ability to provide leadership, innovation, motivation, and constructive feedback to Early Learning professionals.

- State Approved STARS Trainer or ability to become so within first year.
- Knowledge of computer software, especially Microsoft Word and Excel.
- Washington State Driver's License, automobile insurance, and access to a reliable automobile. *This position is expected to travel across both counties and be available in all CCR offices.*

DESIRED QUALIFICATIONS:

- 2-4 years supervisory experience
- Bilingual in English and Spanish or Somali languages
- Understanding of change management theory and practice
- Infant Mental Health Licensure or eligibility for licensure, certificate, credential or WA-AIMH endorsement
- Practical experience, expertise and/or certification in two or more of the following content areas: Infant Development, Toddler Development, Developmental Screenings, Bilingual/Bicultural Education, Family Engagement, Parent Education, Social-Emotional Development, Appreciative Inquiry, and Anti-racist frameworks.

COMPETENCIES:

- **Mission-driven:** Demonstrates commitment to the mission and values of the organization.
- **Equity mindset:** Demonstrates the values of anti-racist; fosters an inclusive environment that facilitates diversity.
- **Communication:** Uses skillful written and oral communication with internal staff, teams, and community served; demonstrates empathy and listening.
- **Adaptability:** Adapts and responds to change; proactively seeks opportunities to be supportive of change that serves our mission.
- **Ownership and quality of work:** Manages own work, and work of teams when relevant, ensuring delivery of successful outcomes.
- **Decision-making:** Structures and facilitates decision-making processes; makes decisions responsibly to improve organizational health and impact.
- **Develops and motivates others:** Actively supports the development and motivation of others to maximize individual, team, and agency impact.
- **Continuous improvement minded:** Identifies strategies to improve organization's impact; sets course and drives implementation.

COMPENSATION:

This is a full-time salaried position requiring a willingness to work some evenings and weekends. The expected salary range is between \$58,432 - \$64,861, depending on qualifications and experience.

BENEFITS:

CCR's benefit package includes employer-paid top tier medical, dental and vision insurance plans for employees,

21 days of PTO per year in addition to 10 paid holidays, 3 floating holidays, and week-long office closure at year-end, flexible work environment, employer-paid life insurance, short-term disability/illness leave accrual, and 401k with 3% employer match.

CCR is an equal opportunity employer and we value diversity among our staff. We strongly encourage people of color, immigrants and refugees, people from the LGBTQ community, people with disabilities, and people from other historically marginalized groups to apply.

HOW TO APPLY:

Submit your resume, cover letter, and equity statement to hr@childcare.org. You will be asked to upload:

1. A resume
2. A cover letter, describing as specifically as you can how your experience, skills, and values are a fit with Child Care Resources' goals and mission as described in this announcement.
3. A brief personal equity statement, describing your skills and experience engaging with issues involving diversity, racial equity, and inclusion, and/or in advancing racial equity in organizations. **This statement should not exceed 300 words.**

To learn more about Child Care Resources, please visit www.childcare.org.