

NHC Member Position Description 2016-2017

SERVICE POSITION DESCRIPTION

Please complete one service position description for EACH member you are requesting, using this template. The service position description is used in the recruitment and matching process. Each service position description must be sent electronically to complete an application.

HOST SITE NAME & LOCATION:

Maternity Care Coalition
Cribs for Kids program
2000 Hamilton St.
Suite 205
Phila, PA 19130

MEMBER POSITION/TITLE: HEALTH CORPS ADVOCATE

SITE SUPERVISOR ASSIGNED TO SUPPORT MEMBER:

Please include, name, title, phone number, email address and fax number.

Kisha Lee Gadsden
Program Manager
215.989.3555
kgadsden@maternitycarecoalition.org
267.773.5117

SITE CONSIDERATIONS

Is the site accessible via public transportation (if yes, what line/route)? MCC is a 15 minute walk from the Regional Rail's Suburban Station, a 20 minute walk from the Spring Garden stop off the Broad St subway line, and a 20 minute walk from the 19th St Trolley Station. MCC is accessible by bus lines 7, 43, 48, 32, and 33. The 33 stops at the corner of 20th and Hamilton Sts. and the 32 stops at the corner of 21st and Hamilton. Please note that MCC is financially unable to provide a transportation pass to its Philadelphia Health Corps member.

Does this position require a personal vehicle? No, but a valid driver's license is required as the member will drive the Cribs for Kids van to workshops and home visits.

How will your organization reimburse the member for transportation costs? Member has access to the company vans and MCC provides smart cards or petty cash if needed for parking while out completing tasks during the service day.

NHC Member Position Description 2016-2017

Organization dress code: Business casual; Cribs for Kids staff are asked to wear comfortable clothing and shoes on days of workshops and home visits.

Expected service schedule: The member typically serves from 8:30 – 5 pm, with a 30 minute lunch break. On workshop days, the member may serve until 5:30-6. On occasion, there are weekend or evening events that the member may be asked to attend. The member is usually in the community two to three days a week (two days of home visits and one day at a community workshop) and in the office two days a week.

ORGANIZATION DESCRIPTION & MISSION: Founded in 1980, Maternity Care Coalition (MCC) is a non-profit organization focused on improving the health and wellbeing of pregnant women, parents, and young children. Our comprehensive approach includes direct service for families, research, and public policy initiatives.

MCC has assisted more than 90,000 families throughout Southeastern Pennsylvania since its founding, focusing particularly on neighborhoods with high rates of poverty, infant mortality, health disparities, and changing immigration patterns. The MOMobile® provides community-based home visiting services; Cribs for Kids educates families on safe sleep and gives a crib to families who cannot afford one. As Pennsylvania's largest Early Head Start provider, we deliver comprehensive home-based and center-based early childhood and parenting programs.

MCC's research deepens understanding of issues related to maternal and child health, and enables us to improve service delivery and to provide evidence-based interventions. We also educate and inform policymakers at all levels to improve outcomes for childbearing families.

Vision Statement

Maternity Care Coalition envisions a future in which all families receive solid support throughout the critical period of pregnancy through age three in a manner that enables lifelong health and wellbeing.

- Each child is welcomed.
- Each person is nurtured and achieves his or her full potential.
- Parents and guardians are empowered to care for themselves and their children.
- Communities understand and act upon the imperative to provide systematic support.

As a result, all families and individuals are healthy, connected, and economically self-sufficient.

NHC Member Position Description 2016-2017

MEMBER ROLE:

Describe the specific program(s), project(s), or initiative(s) that the member will serve with? What will the member's specific role be with this program/project/initiative? How will the member's primary activities align with the NHC's performance measures?

MCC's Cribs for Kids program has served 26,160 (FY15) families in the greater Philadelphia area by providing safe sleep education and a safe sleep environment. With a mix of cultural and economic forces, the incidence of sleep-related deaths in the Philadelphia area is twice the national average. The highest rates occur within African-American communities deeply affected by poverty. Within this client population, infants often sleep with adults or other children on beds and sofas because their families cannot afford a crib. A safe, uncluttered place to sleep is a simple intervention which reduces the risk of Sudden Infant Death Syndrome (SIDS) and accidental death, yet continues to be a significant unmet need for many infants within these communities. In response to the appalling rates of SIDS in Philadelphia, MCC created the Cribs for Kids program.

Families enrolled in the Cribs for Kids program are low income, underemployed or unemployed. At least 90% of our families receive some kind of public benefit: Temporary Assistance to Needy Families (TANF), SNAP (Food Stamps), Medical Assistance, or Women Infants and Children (WIC) Nutrition Assistance.

The member's role will be to provide safe sleep education to families, community members, social service providers, and healthcare providers. In addition, the member will distribute cribs to families in need. The member participates in community workshops and weekly home visits to provide the education and safe sleep environment.

PROGRAM OR PROJECT NAME <i>(INCLUDE % TIME OVER TERM MEMBER WILL SPEND WITH THIS PROGRAM)</i>	MEMBER ACTIVITIES (List the key activities the member will be responsible for, for each program/project listed)	MEMBER OUTPUTS (How many classes, workshops, clients, patients etc. will the member conduct/serve under each activity)	NHC PERFORMANCE MEASURE(S) THIS ACTIVITY FALLS UNDER <i>(if any)</i> .
Safe Sleep Community Education (25%)	Facilitate community workshops and educational sessions on safe sleep. Preparing workshop materials, updating resource folders, and loading vans. Enter data into the database following all workshops.	Member will conduct community workshops with approximately 35 client families each week	Health Education: Prevention

NHC Member Position Description 2016-2017

Safe Sleep One-on-one Education (25%)	Participate in home visits by preparing all necessary materials for the visit, making reminder calls, mapping the driving route, loading van, providing education to families, and entering data into the database.	Member will conduct home visits with up to 32 families each month.	Health Education: Prevention
Cribs for Kids: Enrollment and Assessing for Need (40%)	Calling clients from the call lists to assess their eligibility for the program. Scheduling clients for appropriate education and entering data into the database.	Member will complete 15-20 assessments each week.	Health Care Service Enrollment and Scheduling
Cribs for Kids Program Evaluation (8%)	Make follow up calls monthly to evaluate the program. Enter data into the database.	Member will contribute to completing 30 follow up questionnaires each month.	Health Education: Prevention
Cribs for Kids Supply Management (2%)	Unloading cribs and crib supplies and moving to storage facility.	Member will assist in unloading approximately 200 Pack and Plays each month.	Health Education: Prevention
Please complete this section to describe the type of individual best suited to fulfill the service description and who will serve most effectively within your organization			
Please describe the traits that will help a member succeed in this position (e.g. outgoing, analytical, patient, good with children). -The position requires a comfort level with public speaking and engaging individuals in health education. -Being outgoing and personable is a plus. -Someone who is well organized and detailed oriented would be appreciated, as balancing multiple tasks are the norm. -The program uses a software data management system that also requires attention to detail. -We are looking for someone who is understanding and empathetic, as our program provides services to families of all races, religions, and cultural backgrounds who express a need.			
Please list the skills and/or experience that will help a member succeed in this position (e.g. customer service, language skills). Required Qualifications <ul style="list-style-type: none"> ▪ Sensitive to community issues 			

NHC Member Position Description 2016-2017

- Committed to better health care in community
- Desire to expand knowledge base
- Interest in maternal and child health issues

Required skills and abilities

- Excellent written, communication, and organizational skills
- Ability to work well individually and as part of a team
- Excellent computer and data entry skills
- Ability to keep written records
- Must be able to lift up to thirty (30) pounds on a regular basis
- Ability to serve 1 evening per month and occasional weekends
- Valid driver's license and driving experience

What types of training will you provide to the member to support them in successfully completing their service activities?

There are always ongoing professional development workshops and opportunities within the agency. Each year there are a series of trainings. There is an agency wide New Advocate training. There are professional development opportunities. For example, this year there are two sets of Trauma Training, a writing workshop, New Advocate training, a series of core competency modules, etc. The National Cribs for Kids Program provides a PowerPoint as well as video presentations on safe sleep and SIDS.