

**Growing Up Healthy
Early Childhood Navigator**

Up to 40 hours per week, serving families in Faribault and Northfield

Established in 2007, Growing Up Healthy - a program of the Healthy Community Initiative (HCI) - works with partner organizations and Latine and/or low-income families to transform communities through cultivating neighborhood leadership, fostering social connectedness, and collectively advocating for change within neighborhoods and systems.

GUH is a neighborhood-based, grassroots organization. Significant work takes place in neighborhoods with families as well as during community events. This is not a typical 9 a.m. to 5 p.m. job. We are seeking applicants who are excited to work a flexible schedule in order to meet families where they are while contributing meaningfully to families' and the community's health.

Growing Up Healthy is seeking a bilingual individual to work with families who have very young children to help them overcome obstacles that impact kindergarten readiness. The person in this role will support efforts to increase the number of children who 1) complete early childhood screening before turning four years old, and 2) enroll and persist in preschool or other high quality early learning opportunities.

TASKS:

- Reach out to and support caregivers/parents of young children from prioritized low-income neighborhoods in Faribault and Northfield
- Listen for, identify, and document barriers and challenges families face to accessing preschool or early learning opportunities, and help families troubleshoot barriers to preschool enrollment and persistence. Engage families as much as possible in the process of identifying collaborative solutions
- Assist with preschool/early childhood program and scholarship applications
- Complete home visits and individual meetings with families
- Attend and actively connect with community members during community events hosted by other agencies to promote early learning opportunities and community resources
- Co-coordinate evenings in the park neighborhood outreach events
- Connect families with early childhood screening; follow-up with children who attend screening to support them to enroll in preschool and/or access early learning opportunities
- Refer families to community resources and services; assist families to complete application forms or other paperwork (as needed) to receive services; follow up with families to ensure services were received
- Provide follow-up connections after well-child checks with local healthcare clinics
- Refer families with young children in need of childcare assistance to the CCAP Navigator
- Build positive working relationships with agency and program partners, and ensure effective, timely communication with individuals and organizations central to this work
- Effectively use a variety of communication tools to remain connected to coworkers and community members, including phone, text, email, social media messages, WhatsApp; learn new apps or methods of communication as needed to remain connected
- Track data completely and thoroughly using Growing Up Healthy's data tracking system, Salesforce
- Serve as an active member of the Rice County Ready for Kindergarten team
- Support other HCI-supported programs when needed; remain flexible and adapt as part of the team; maintain consistent, positive communication with team members, families, and community partners

REQUIRED QUALITIES:

- Bilingual in English and Spanish or Somali
- Familiarity with Faribault and Northfield Public Schools and Rice County organizations and resources
- Must possess and maintain a valid Minnesota driver's license and auto insurance and be able to travel throughout Rice County
- Maintenance of a cell phone is an expectation of employment
- Experience working with diverse children and families
- 2-5 years of experience in community outreach, family home visiting, early childhood education, individual family support, or a related field
- Ability to meet the physical demands of the position, including lifting/carrying up to 30 pounds as well as regular sitting, typing, walking, standing, climbing stairs, bending, kneeling
- Proficient in Microsoft Office (PowerPoint, Word, and Excel) and Google Suite
- Excellent verbal and written communication skills

- Excellent interpersonal skills
- Highly organized with superior attention to detail
- Excellent ability to multi-task and troubleshoot issues
- Ability to work with minimal supervision and as a member of a team
- Capable of completing work on time in a fast-paced environment while maintaining a positive attitude
- Ability to work occasional evening and weekend hours
- Passion for equity and social justice and willing to advocate for change
- Compassionate and empathetic towards families and coworkers
- Willingness to maintain the standards, carry out the purpose, and adhere to the policies of the Healthy Community Initiative

TO APPLY:

Email your resume, cover letter (or letter of interest), and the name/title/contact information for three professional references to Jen Barrientos, jen@healthycommunityinitiative.org. Application review will begin immediately and continue until the position is filled.