

**Maiker LIFE HIPPYCorps Home Visitor Member Duties 2020-2021**

**Summary**:

Maiker Housing Partners, the Housing Authority of Adams County Colorado, disrupts poverty through the execution of socially conscious community development. Our primary strategies - affordable housing development in areas of emerging opportunity, programs to support self-reliance and community organizing for policy change – target the long-term impacts of poverty in Adams County.

LIFE HIPPY (Home Instruction for Parents of Preschool Youngsters) Program sits within the Family and Community Vitality Program of Maiker providing individualized in-home parenting education services to families with pre-school children in Adams County including the cities of Westminster, Thornton, and Commerce City. Home visitors deliver services according to the HIPPY USA model. HIPPY is an evidenced based program that works in-home with families supporting parents in their critical role as their child's first and most important teacher. As an AmeriCorps Member, home visitors also engage in additional community service events and professional development opportunities.

The (LIFE) HIPPY Corps Program is currently seeking part-time bilingual Home Visitor AmeriCorps members for a position, 25-28 hours weekly for 9 months/900 hours. This part-time position for the HIPPY Program would be as an AmeriCorps member. Visit [www.americorps.gov](http://www.americorps.gov) for more information about AmeriCorps.

**Duties and Responsibilities:**

* Achieve an understanding of Maiker organization mission, and core beliefs
* Read, understand, and comply with all Maiker organization and Family Community Vitality Program policy and procedures outlined in the Maiker organization handbook and in the HIPPY Program Manual.
* Meet and roleplay the HIPPY curriculum activities with assigned families each week.
* Participate in the planning and implementation of group meetings, including role playing the curriculum and the provision of an enrichment activity.
* Participate in service training and other staff development activities.
* Attend and participate in weekly individual and monthly group supervisions.
* Collaborate with coordinator to support all families to succeed in program.
* Keep the HIPPY coordinator updated of child/family progress and familial issues/concerns in a timely fashion.
* Timely completion and submission of required forms and other documentation as required.
* Participation in all sponsored HIPPY activities such as field trips, graduations, awards ceremonies, etc.
* Participation in all AmeriCorps activities.
* Assist the coordinator in maintaining an efficient record keeping system of participating families.
* Sign into all HIPPY activities with name, date, time in/time out, and what home visitor did during that time.
* Communicate with team and families in a timely manner.
* Complete paperwork and reports.
* Use of computer programs such as Microsoft Word, Outlook, as well as online programs like Google, etc.

**Key Skills and Characteristics:**

* Bilingual in Spanish and English language written and spoken highly desired
* Ability to adhere to schedules and timely arrival to meetings.
* Strong organizational skills and the ability to be task-oriented.
* Communicate effectively in both oral and written forms.
* Strong cultural humility with the ability to work effectively in an environment with diverse cultures, multiple perspectives, and competing needs.
* Works collaboratively with others in a team environment, respecting and valuing the perspectives and contributions of others.
* Solution-based thinker
* Strong active listener
* Be physically capable of performing all job duties.
* Adaptability to new situations as they arise.

**HIPPY Home Visitor Service Position Details:**

This is a 9 month/900 hours AmeriCorps Service position with LIFE HIPPY Program. The LIFE HIPPY AmeriCorps Service Member will receive $12,500 for the service year. Once the service is successfully completed the LIFE HIPPY AmeriCorps Service Member will receive an educational award of $3,047.50 to return to school or pay student loans. Mileage will be reimbursed. Position begins September of 2020, and ends June of 2021.

To apply, please send resume via email to Attention to Shantá Johnson, Director of Family and Community Vitality and HIPPY Program Supervisor at Hippy@maikerhp.org

\*\*\*Maiker Housing Partners and LIFE are an Equal Opportunity Employer adhering to Title 7 including Gender / Minority/ Veterans / Disabled applicants. LIFE provides, to the greater extent possible, employment, on the job training and contract opportunities for low – and very-low income residents in connection with projects and activities administered by the Housing Authority.