

## **Moms Supporting Moms Program Coordinator**

**32 hours per week - eligible for full agency benefits**

SAFEchild is seeking a dedicated, innovative program coordinator for Moms Supporting Moms, our program focused on serving pregnant and postpartum people.

### **Education:**

Bachelor's degree required, advanced degree preferred

### **Experience:**

The applicant must be knowledgeable about and have experience in:

- Infant/child growth and development
- Family dynamics inclusive of issues related to families living with limited social and financial resources
- Perinatal mood and anxiety disorders
- Maternal health and challenges associated with pregnancy, childbirth and the postpartum time period
- Diversity, equity, and inclusion
- Group facilitation, written and oral communication skills
- Collecting and analyzing program data

### **Responsibilities:**

- Implement a home-based visitation program for mothers using the skills of experienced mothers acting in a volunteer capacity
- Implement support groups for perinatal parents experiencing a mood challenge
- Recruit, train, support and retain volunteers working closely with SAFEchild's volunteer coordinator
- Create training and in-service opportunities for volunteers
- Promote program with outreach and marketing opportunities
- Maintain a focus on racial equity in our services
- Maintain records on volunteers, families served and program achievements
- Operate within budgeted guidelines
- Research current parenting materials and stay updated on best practices
- Develop and cultivate consistent referral sources
- Establish and maintain relationships with collaborating community agencies
- Follow grant guidelines for program implementation
- Be proficient in Microsoft Office and Virtual platforms
- Attend professional development opportunities focused on perinatal mental health