



Mamatoto Village, Inc

POSITION DESCRIPTION

Position Title: **Education Specialist**
Reports To: Director of Operations
Customary Work Hours: Contract a 15-20 hours per week
Customary Work Days: M-F; Some weekends maybe required

POSITION OVERVIEW: The Education Specialist is responsible for aiding in the promotion of informed choice and optimal maternal and infant health outcomes by providing quality prenatal, birth, and parenting education services to Mothers Rising Home Visiting and Maternity Support program participants. This position ensures that parents obtain the education, skills, and resources needed to have a positive birth outcome, health postpartum transition, and raise healthy children.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provides education and support of the childbearing family from the prenatal through the postpartum periods
- Facilitates parent education through group and/or individual Nurturing Parenting Education Sessions.
- Co-facilitate pregnancy and postpartum support group
- Create content for social media related to pregnancy, childbirth, and postpartum transition
- Maintain an accurate record of attendees
- Review class material and recommends changes to current curriculum and materials used based on educational standards.
- Assess client responses to instruction and classes. Reviews class evaluations and makes recommendations to the Director about the curriculum.
- Participate in professional developments as required by the organization
- Contribute as needed to the monthly, quarterly, and year-end reports

Additional duties maybe assigned within the scope of this position

QUALIFICATIONS

- Childbirth Education training with at least 1-year of teaching experience required—
Birth doula experience a plus
- Strong facilitation and presentation skills
- Proficient in the use of evidence-based teaching methods for adult learners
- Proficient in iOS, Zoom and PowerPoint.
- Must be able to work with sensitive and protected information in a confidential manner.
- Outstanding verbal and written communication
- Demonstrate strong understanding of current and emerging maternal and infant health issues and health disparities.
- Ability to work collaboratively as a member of a team.
- Strong focus on being strategic, problem solving, and solution-focused.
- Ability to organize and maintain complete, accurate records and file reports in a timely manner.
- Familiarity with the effects of domestic violence, smoking, and substance abuse on pregnancy family health, parenting, and general functioning.
- Familiarity with the effects of perinatal depression on child development, pregnancy, parenting, and general functioning.
- Willingness to engage in continuous learning and training.

REQUIREMENTS FOR EMPLOYMENT

- Must pass a background check.
- Must submit proof of Childbirth Educator Training