



Mamatoto Village, Inc POSITION DESCRIPTION

Position Title:	Wellness Specialist
Reports To:	Senior Team Leader
Customary Work Hours:	Part-Time Equivalent, 25 hours per week minimum
Customary Work Days:	Monday through Saturday; Some Weekends Required
Salary:	Fee-for-Service at a rate of \$25-\$35/hr depending on education and experience
Benefits:	N/A

SUMMARY: The Comprehensive Maternity Support (CMS) program delivers enhanced preventative health, perinatal support services, and care coordination to medically underserved women. The overall program goal is to decrease perinatal morbidities and mortality, which increasing health equity in targeted service areas. The program aims to

- 1) Build resilience, enhance the woman's power, and reduce stress;
- 2) Promote the adoption of healthy lifestyles that promote community transformation;
- 3) Promote healthy relationships, enhance bonding and parenting skills;
- 4) Connect expectant women and new mothers with an array of medical, social, and behavioral health services;
- 5) Strengthen communities through supportive environment for childrearing and family wellness;
- 6) Mobilizing the community towards supporting the CMS program and improving perinatal outcomes for women of color.

POSITION OVERVIEW: The Wellness Specialist ensures that CMS participants with moderate to chronic health and/or psychosocial needs are receiving health education, nutrition counseling, and holistic wellness support.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Complete Health Coaching visits with pregnant and postpartum mothers to include but not limited to: smoking cessation, cooking demos, nutrition education and planning; healthy eating on a budget; grocery shopping assistance, financial planning, and stress management
- Manage a case load of up to 50-75 clients, including data entry and completion of corresponding electronic charting and data capturing.
- Work with assigned Care Team to address referrals of mothers with moderate to chronic health and psychosocial needs during pregnancy and postpartum.
- Ensures that mothers and their families have a primary care provider and visit a doctor at least once per year.

- Conducts nutritional and wellness assessments on identified clients, with stated goals and measurable objectives.
- Meets with clients and program participants with chronic physical and/or mental health problems at least twice per month for health assessment, nutritional coaching, and wellness education. Ensures that participants are connected with resources to better address their health and/or psychosocial issues. Visits will take place in the client's home or in the office.
- Educates families on effective communication with healthcare providers. Assists with enrollment of medical or social services as needed.
- Conducts classes, workshops, seminars, and engage in community connections related to health and wellness during the Childbearing Years as needed.
- Assist Coordinator in organizing quarterly Family Wellness Workshops.
- Submit 1 blog post and contribute to social media per month related to family wellness, pregnancy, postpartum, nutrition, or some aspect of health and wellness.
- Administer Postpartum Depression Screening Scale or PHQ-9 as needed.
- Participate in weekly case conference and monthly team meetings led by CMS Team Leaders
- Participate in monthly office meetings

QUALIFICATIONS

- At least 1 year of experience providing health and wellness coaching to the targeted population.
- Bachelors degree (minimum) in women's health, maternal and child health, nutrition, health education, health promotion, or related field; **or** Certification in Holistic Nutrition, Integrative Health or Health Coaching with at least 2 years of work experienced with the targeted population.
- Knowledge of whole foods based diets, women's health and herbs.
- Knowledge or the willingness to learn about common chronic disease conditions and the impact during the perinatal period.
- Demonstrated interest and/or strong understanding of current and emerging perinatal health issues.
- Knowledge of local community resources and ability to refer families to appropriate agencies.
- Knowledge of various healing modalities to include: reiki, acupuncture, yoga, etc.
- Self-motivated, able to balance multiple priorities, and excellent organizational skills.
- Ability to work collaboratively as a member of a team.
- Strong focus on being strategic, problem solving, and solution-focused.
- Outstanding verbal and written communication; Skills in writing notes and reports.
- 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 have results of a current T.B. test and annual T.B. testing.
- Must have BLS for Healthcare Providers.
- Must pass a background check.
- Must pass DC and MD Child Abuse Clearance
- Must possess a Food Handlers License
- Must possess Professional Liability Insurance (information will be provided)
- Must have reliable transportation to use during the workday.
- Have proof of current and valid automobile insurance (if driving)