



kids on the move

empowering families, one kid at a time

To: KOTM Employees
From: Sue Larsen
slarsen@kotm.org
Date: February 9, 2012

If you are interested in posting for the position listed, please complete a job interest form and provide an updated copy of your resume and send to my attention by April 30, 2012. Thank you.

Early Intervention Transition Specialist - Full Time (Some evening and weekend work)

Bi-Lingual in English/Spanish required

Responsibilities: The Transition Coordinator supports families of children turning age 3 in a smooth and seamless transition process from EI to other programs by:

- Implementing the KOTM EI transition process for all EI children, including the implementation of all procedural safeguards.
- Collaborating with the child's service team to individualize the transition process as needed for each child and family.
- Documenting the individualized transition process on the Transition Plan of the IFSP.
- Maintaining the ongoing collaboration with Alpine School District, USDB PIP, and USDB Part B systems to provide a seamless transition process for EI children turning age 3.
- Connecting families with appropriate community resources for children turning 3 years of age.
- Providing translation services to other direct service staff.
- Co-facilitating in parent-child playgroups as needed.
- Carrying out parent education and family activities as needed.

Requirements: Must have a bachelor's degree in a related field of study and complete credentialing for the State of Utah as an Early Intervention Specialist-2 within 2 years from date of hire. Successful candidate must pass a background criminal investigation, have an acceptable driving record and pass a TB test. This position requires the use of a personal vehicle with continuous automobile insurance that meets state minimum insurance requirements. Must be proficient in the use of PC, basic MAC operating systems, send and receive email communications, find and view materials in the curriculum database, and compose and edit documents. Must be able to establish and maintain relationships of mutual respect and trust with client families, co-workers and community partners. Candidate must be proficient at organizing and managing work materials and schedules.

Compensation: Negotiable with experience

Early Intervention Development Specialist 2 - Full Time (Some evening and weekend work)

Bi-Lingual in English/Spanish required

Responsibilities: The Development Specialist may function as either the Primary Service Provider or a Specialist Service Provider. In either role, the EI-2:

- Collaborates with all team members, helps develop an IFSP which appropriately addresses the child and family concerns which the parents consider most important.
- Educates the parents on the child's developmental status.
- Through reflective listening and communication, helps the parent gain skill and confidence in expressing their child's strengths and needs.
- Uses strategies to facilitate the parent-child relationship, implements the individual and group activities outlined on the IFSP in order to help families identify and carry out goals and strategies to enhance their child's development.
- Uses approved curriculum to guide family and child learning.
- Conducts ongoing assessment in all areas of development (Primary Provider) or areas of specialty (Specialist Provider).
- Brings child and family needs to the attention of the team for discussion and action.
- Facilitates parent-child playgroups following the PWI model.
- Conducts informal, ongoing child and family assessment.
- Attends 6-month and annual IFSP meetings as needed.

Requirements: Must have a bachelor's degree in a related field of study and complete credentialing for the State of Utah as an Early Intervention Specialist-2 within 2 years from date of hire. Successful candidate must pass a background criminal investigation, have an acceptable driving record and pass a TB test. This position requires the use of a personal vehicle with continuous automobile insurance that meets state minimum insurance requirements. Must be proficient in the use of PC, send and receive email communications, find and view materials in the curriculum database, and compose and edit documents. Must be able to establish and maintain relationships of mutual respect and trust with client families, co-workers and community partners. Candidate must be proficient at organizing and managing work materials and schedules.

Compensation: To be determined.

Early Intervention - Service Coordinator - Hours 40

Description: The Service Coordinator serves as the family advocate and ensures that complete and accurate evaluations and assessments of child development are completed. Ensures that procedural safeguards are maintained and guides family and team through the IFSP process to ensure that services address both child and family concerns, prioritizes the parent's most important concerns, helps parents gain knowledge, skill and confidence in expressing their child's strengths/needs and helps the family identify and carry out goals and strategies to enhance their child's development. Ensures that the child and family have access to appropriate early intervention services and are linked to community resources, as needed. Some evening and weekend work is required.

Requirements: Must have a bachelor's degree in a related field of study and complete credentialing for the State of Utah as an Early Intervention Specialist-2 within two years from date of hire. Successful candidate must pass a background criminal investigation, have an acceptable driving record and pass a TB test. This position requires the use of a personal vehicle with continuous automobile insurance that meets state minimum insurance requirements. Must be proficient in the use of PC, send and receive email communications, find and view materials in the curriculum database, and compose and edit documents. Must be able to establish and maintain relationships of mutual respect and trust with client families, co-workers and community partners. Candidate must be proficient at organizing and managing work materials and schedules.

Compensation: To be determined.