



## Promotora

### Prevention and Early Intervention

**Status:** Regular Full Time- Non-exempt

**Pay:** \$15/hour

**Responsibilities:** The Promotora, under the supervision of the Program Coordinator, Program Director, and Department Director, as well as with the ongoing support of the Chula Vista Promotora Academy, will function as a community outreach specialist. This includes outreach and engagement with the community to determine prevention needs, as well as provide a variety of mental health services which focus on enhancing family wellness, strengthening resilience, reducing disparities in accessing mental health services, reducing stigma and discrimination, and helping families make connections with their children's schools and other services/supports in the community. Services will be in keeping with the agency goals, objectives, mission, and style provided within a team framework.

#### **Duties:**

- Participate in 16 hours of Promotora training, as well as on-going support and training as part of the Promotora Academy;
- Provide Incredible Years interventions with fidelity in classrooms, to parents, and with students;
- Conduct outreach activities at the school and in the community;
- Develop plans for success with families/identify barriers to success, and assist to resolve;
- Encourage parents to participate in their child's school by having a visible presence on campus;
- Provide program and community activities for families;
- Provide vital input into the creation of culturally competent, bilingual presentations and educational materials on prevention and wellness topics specific to the needs of the families;
- Provide referrals, linkages, crisis intervention and safety planning to clients as necessary;
- Communicate with school personnel regarding families' participation in the program;
- Participate in school and community-based meetings as requested or required;
- Complete all required case file documentation in a timely and routine fashion;
- Maintain client case files in accordance to County and Agency standards;
- Participate in team meetings, trainings, individual supervision and clinical group supervision;
- Adhere to agency and County client confidentiality, HIPAA, and mandated reporting policies;
- Participate in agency required trainings, staff meetings, and activities;
- Other duties as assigned by the Program Director.

We are an equal opportunity employer. Employment selection and related decisions are made without regard to gender, race, age, disability, religion, national origin, color, sexual orientation or any other protected class.

**Qualifications:** The Promotora must be part of the school community, as well as have or had children in the Chula Vista Elementary School District, National School District, San Ysidro School District, or South Bay Union School District. **Bilingual (English/Spanish) required.** Must possess an ability to work with a diverse cultural population, as well as abilities to take initiative, set goals, and prioritize. Must be organized and computer literate. Must have own transportation, valid California driver's license, bondable and insurable.

**PHYSICAL DEMANDS:**

Standing: Remaining on one's feet in an upright position.

Walking: Moving about on foot.

Lifting: Raising or lowering an object from one level to another (includes upward pulling) 25-50 lbs

Carrying: Transporting an object, usually holding it in the hands or arms, or on the shoulder

Pushing: Exerting force upon an object so that the object moves away from the force.

Pulling: Exerting force upon an object so that the object moves toward the force (includes jerking)

Climbing: Ascending or descending stairs, using feet and legs or hands and arms. Body agility is emphasized

Balancing: Maintaining body equilibrium to prevent falling when walking, standing, crouching.

Stooping: Bending body downward and forward by bending spine at the waist, requiring full use of the lower extremities and back muscles.

Handling: Seizing, holding, grasping, turning, or otherwise working with hand or hands. Fingers are involved only to the extent that they are an extension of the hand.

Finger Movement: Picking, pinching, or otherwise working primarily with fingers rather than with the whole hand or arm as in handling

Talking: Expressing or exchanging ideas by means of the spoken word. Talking is important for those activities in which workers must impart oral information to clients or to the public, and in those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.

The statements contained herein describe the scope of the responsibility and essential functions of this position, but should not be considered to be an all-inclusive listing of work requirements. Individuals may perform other duties as assigned. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time unless restricted by a negotiated contract.

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