JOBS AT WASHINGTON HANDS & VOICES

CURRENT OPENINGS

Parent Guide

Work type: Part Time (3 to 10 hours a month)

Region Locations: Western, Central and Eastern Washington

Position Title **Parent Guide, level 1**

About Washington Hands & Voices

Washington Hands & Voices provides information, resources and support to families of children who are deaf, deafblind and hard of hearing. We are dedicated to supporting families without a bias towards communication mode. We are a parent-driven, non-profit organization, providing families with resources, networks, and information needed to improve communication and educational outcomes for their children.

In 2010 Washington Hands & Voices added the Guide By Your Side program. This program provides Parent Guides who are trained parents of deaf, deafblind or hard of hearing children to connect one-on-one with new families. Parent Guides connect with referred families via phone, in person, or using other technologies that will allow the new families to receive resources, information and peer support in order to best support their child.

About the Position

This position provides resources, information and peer support to referred families via the Guide By Your Side program with Washington Hands & Voices. This position works in collaboration with the Guide By Your Side coordinator and regional Parent Guide to directly support families, as well as attending and assisting with regional events and meetings.

Required Qualifications

- Be a parent or primary caregiver of a child who is deaf, deafblind or hard of hearing
- High school graduate or equivalent
- Demonstrated ability to pay attention to detail, prioritize tasks, organize and track activities and schedules; ability to manage time and multiple priorities to meet deadlines
- Demonstrated ability to work independently, as well as collaboratively in a team environment, and exercise sound judgement; ability to exercise discretion and maintain confidentiality
- Demonstrated skill and ability to provide excellent customer service, including outstanding expressive language and written English communication skills; must be able to maintain a professional and positive temperament when providing support to families
- Must be willing to help at events, some evening and weekend work, and work non-traditional hours, especially around and during events
- Demonstrated commitment to support a workplace culture in which diversity is honored, respected and celebrated
• Have regular access to a computer, internet and experience with Microsoft Office Suite (e.g. Word, Excel, PowerPoint)
• Be willing to attend meetings and events within your state region
• Attend annual in person training with the Guide By Your Side team

Preferred Qualifications
• Professional experience working with families of deaf and hard of hearing children
• Experience with public speaking or presenting information to the public
• Familiarity with resources that typically support families of children who are deaf and hard of hearing
• Experience working with deaf and hard of hearing adults
• Experience and proficiency using Spanish and/or other languages

Salary
Part time: Up to 3-10 hours monthly, hourly rate TBD

Application Instructions
Along with the Parent Guide application, a resume and references are required. References should address your experience related to the position responsibilities and the required and preferred qualifications.

If you have experience using Spanish, you must also fill out the Spanish Parent Guide application as well. If you have experience with another language other than Spanish please contact the Guide By Your Side Coordinator at gbys@wahandsandvoices.org

Please include the names and contact information of two references (1 professional and 1 personal)

To apply please visit our website and click on Job Openings at the very top. Or click on this link https://wahandsandvoices.org/family-support/parent-guides/guide-openings/

Closing Date Notes Position closes 9/23/2019