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**Anson County Partnership for Children**

**Job Description**

**Job Title:** Child Care Health Consultant

**Employment Status:** Part-Time/CCHC

**Effective Date:** March 14, 2022

**Salary Range:** Based on Education and Experience

**Job Statement:** The Child Care Health Consultant is a community-based position that works with early care and education (child care) administrators, facility owners, educators, health care professionals, and families to ensure optimal health for young children and to reduce the children’s risk of illness and harm. CCHCs offer technical assistance through collaborative consultation, coaching, training, and advocacy. The primary purpose of this position is to provide health and safety technical assistance to child care facilities in Anson County. This is a part-time (18 hours a week) contract position with the Anson County Partnership for Children.

**Duties include, but are not limited to:**

* Works collaboratively with child care facilities to assess, plan, implement, and evaluate strategies to achieve high quality, safe child care environments
* Guides early care and education programs to achieve best practice standards
* Offers targeted and comprehensive consultation based on identified needs and in support of a facility’s quality improvement planning
* Provides health and safety training to improve health knowledge and skill development of facility staff
* Provides support for the inclusion of children with special health care needs
* Acts as a liaison to local health professionals and community service agencies by offering health education, community information, and referral resources to facilities and families
* Advocates for young children by actively serving on and coordinating with local and regional committees that support the healthy growth and development of children
* Establishes and maintain on-going working relationships with other professionals offering technical assistance to early care and education settings
* Works closely with assigned CCHC Coach for guidance and pursue professional development opportunities
* Attends quarterly regional and annual meetings held by the NC CCHC Association

**Other Duties**

* Collaborate on program development and evaluation efforts in the community.
* Participate in activities of the Partnership that include, but are not limited to contract reviews, events sponsored by the agency, and trainings and conferences deemed important to the function of the job.
* Represent the Partnership to the community through participation in events, and in collaborative workgroups, as needed positively and appropriately.
* Acquire national child passenger safety technician certification and maintain an active status to assist with Safe Kids
* Any other projects, tasks, or assignments considered necessary for the well-being of the agency.

**Qualifications:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

**Specific Requirements:**

The CCHC must have full knowledge of child care health consultation, coaching, and technical assistance. Also, the CCHC must have extensive knowledge of child health and access to health care, child care regulations, available child care resources, and current issues in child care. The CCHC must have knowledge of and ability to apply the principles and practices of public health. The CCHC must:

1. have excellent training skills to conduct training sessions for adult learners.
2. have strong oral communication skills as this position must respond to requests clearly and unambiguously and use active listening with clear, reflective, and supporting responses.
3. be technologically proficient using word-processing, spreadsheet, and internet-based programs. The CCHC must have strong organizational skills and attention to detail.
4. have strong written and communication skills.
5. Degree in Nursing and a current and unencumbered license to practice as a Registered Nurse (RN) in North Carolina. A CCHC RN must also have knowledge of and skill in applying nursing theory, practice, principles, and techniques as relates to the field of public health, within the nursing scope of practice. **OR** Bachelor’s degree in public health or other health-related fields (Master’s preferred) with three (3) years relevant experience in the professional discipline of nursing, public health, or related field
6. Completion of or willingness to enroll in NC Child Care Health Consultant Course

**Certifications, Licenses:** Valid driver’s license.

**Physical Demands**: Reasonable accommodations may be made to enable individuals with disabilities to

perform the essential functions. While performing the duties of this job, the employee is regularly

required to sit, speak, hear, stand and walk. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, and the ability to adjust focus.

**Work Environments:** The work environment characteristics described here are representative of those

an employee encounters while performing the essential functions of this job. Reasonable

accommodations may be made to enable individuals with disabilities to perform the essential functions.