



Mission: Helping people, changing lives and making our community a better place to live by providing resources and services that inspire personal growth and independence.

Join Our Team!

We Are Hiring!

Community Action Partnership of Madera County

Title:	Family Skills Instructor
Types:	Full-time; 12 months annually
Location:	Madera, California
Pay Range:	\$22.75 - \$27.72 per hour
Benefits:	Medical/dental/vision/life, Employee Assistant Program, 403(b) retirement plan

How to Apply:

1. Visit www.maderacap.org and apply.
2. Fill out and submit the [Application](#) to employment@maderacap.org.

[CAPMC](#) is seeking a strategic and creative person to be responsible for facilitating Strengthening Family Program (SFP) and Positive Parenting (Triple P) classes, deliver curriculum, provide one-on-one support to parents/children, collect and track homework assignments, collect data and report progress to program stakeholders. The instructor provides the parents with resources to promote hope, strength, skills and support in their parenting role as well as promoting parent leadership. The instructor helps children develop healthy social skills to increase their competencies and build their self-esteem resulting in positive behavior changes.

This individual must have the ability to:

- Speak, read, and write Spanish is required.
- Work as a team member and respond to issues in a non-judgmental manner.
- Use Microsoft Outlook, Teams, 365 products, must include Word, Excel, PowerPoint and website platforms.
- Prepare and facilitate family skill classes for adults and children.
- Ensure active participation from parents and children and be available for community partners to offer input on program operations.
- Plan, organize, prioritize, and carry out assignments with minimal supervision and direction.
- Work and effectively communicate with a wide range of constituencies from all socio-economic and cultural backgrounds.
- Carry out, at a beginning level, all the duties listed in the job description.
- Lead a class setting and carry out program curriculum to fidelity.
- Ability to remain calm during challenging situations.
- Engage parents, families, children, and youth by displaying enthusiasm and energetic attitude.
- Maintain confidentiality of information on Strengthening Families and Positive Parenting (Triple P) participants.
- Maintain Outlook calendar current with tasks and share with Supervisor and other program personnel.

This individual will demonstrate to possess the knowledge of:

- Child growth and development principles.
- Family/group dynamics and parenting skills.
- Standards of effective parenting skills.
- Community agencies and services in Madera and surrounding Counties to provide appropriate referrals.

Requirements/Qualifications:

- Associate's degree Psychology, Sociology, Social Work, Child Development or related field.
 - Three years' experience in the family strengthening/child abuse prevention field or related field.
 - Two years' experience in early childhood development or school setting.
- OR**
- Bachelor's degree in Psychology, Sociology, Social Work, Child Development or related field
 - Two years' experience in the family strengthening/child abuse prevention field or related field
 - Two years' experience in early childhood education or school setting.

General Physical Requirements:

- Exerting up to 15 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
- Able to maintain regular, punctual attendance consistent with the Americans with Disabilities Act (ADA), Family Medical Leave Act (FMLA), California Family Rights Act (CFRA) and other federal, state and local standards.
- Able to perform the essential job functions consistent with the ADA, FMLA, CFRA and other federal, state and local standards.

Appointment will be contingent upon passing a pre-employment alcohol and drug screen, fingerprint clearance, and reference checks, pre-employment physical, immunization requirement, and TB test is required for Head Start funded positions.

CAPMC will consider qualified applicants with a criminal history pursuant to the California Fair Chance Act. You do not need to disclose your criminal history or participate in a background check until a conditional job offer is made to you. After making a conditional offer and running a background check, when CAPMC is concerned about conviction that is directly related to the job, you will be given the chance to explain the circumstances surrounding the conviction, provide mitigating evidence, or challenge the accuracy of the background report. Find out more about the Fair Chance Act by visiting calcivilrights.ca.gov/fair-chance-act/.

Affirmative Action / Equal Employment Opportunity / Drug Free Employer

