



EARLY CHILDHOOD SUCCESS COACH PARENT EDUCATOR JOB DESCRIPTION

POSITION/TITLE: Early Childhood Success Coach/Parent Educator

POSITION TYPE: Full-Time, Non-Exempt

REPORTS TO: PAT Administrator

Growing Home is a nonprofit organization founded in 1998 based in Westminster, Colorado. Growing Home collaborates with our community, providing families and individuals with critical resources, guidance, and wraparound services to grow pathways to stable and healthy futures. We strive to create a welcoming environment for all by cultivating a sense of home with our participants, staff, and community members. We work in partnership with those with lived experience to ensure programs and services are experience-informed to meet their needs. Growing Home advocates for local and state policies that will create a thriving community where every family and individual has the foundation to flourish. Together, we grow stronger futures.

CORE VALUES: Compassion, Commitment, Community, Adaptability, Impact

GENERAL PURPOSE:

An Early Childhood Success Coach/Parent Educator provides parenting education through visits and activities with caregivers/parents and their children by implementing the Parents as Teachers (PAT) program. This program emphasizes parent-child interaction, development-centered parenting, and family well-being. This is accomplished by providing education in the form of personal home visits, group meetings, screenings, and linkages to a network of resources for parents and children through a community-informed lens.

RESPONSIBILITIES:

- Provide parent education through regular personal visits both virtually and in person, implementing the Parents as Teachers curriculum
- Assess family's needs and provide developmentally appropriate information, guidance, and support to parents
- Conduct all required screenings under program guidelines and other requirements
- Collaborate with the Parents as Teachers (PAT) team to design, coordinate, and lead monthly Group Connection events for families
- Represent the Parents as Teachers program at various community events supporting families and/or young children
- Coordinate services with other Growing Home and community programs offering resources to parents and their young children
- Recruit initial caseload, and engage in recruitment activities on a regular basis to replace exiting families
- Plan, provide, and document personal visits focused on parent-child interaction, development centered parenting, and family well-being
- Use the PAT curriculum to share research-based information with families
- Invite families to monthly group activities to give families an opportunity to build social connections with each other, engage in parent-child interaction activities, and increase their knowledge of ways to support children's development
- Maintain and submit in a timely way all required family and program documentation to meet program fidelity and funder requirements

- Ensure that all necessary family and program documentation is accurately completed, submitted promptly, and recorded in the Visit Tracker database to uphold program integrity and meet funder compliance requirements
- Organize supplies and materials needed to complete personal visits, etc.
- Participate in individual reflective supervision, group reflective supervision, and all-staff and team meetings
- Obtain competency-based professional development and renew Parent Educator certification annually
- Complete the "Born to Learn" training through Parents as Teachers to earn certification in working with children from birth to age 5
- Participate in continuous quality improvement

Work Environment

- Participate in a participant-centered framework that centers on the family's experience.
- Ensure strict confidentiality is kept with participant, donor, and volunteer information
- Maintain a healthy and safe work environment

JOB QUALIFICATIONS:

- Experience working directly with young children and families, or related field preferred
- Bilingual (Spanish/English) required
- Strong communication and interpersonal skills
- Ability to establish rapport with families and empower them by building on their strengths
- Ability to feel comfortable speaking with individuals about PAT and attend community events for recruitment purposes
- Ability to work independently and be self-motivated (work is often away from the office and in the community)
- Computer skills, including experience with Microsoft 365 applications like Teams, SharePoint, Word, Outlook, as well as web browsers like Chrome or Edge
- Strong organizational and record-keeping skills
- Ability to complete the required "Born to Learn" curriculum successfully before initiating PAT services; training is provided and paid for by Growing Home
- Commitment to working with various populations and creating a welcoming environment for all
- Provide services and resources that are responsible/relevant to the needs of the participants.
- Maintain professional boundaries and confidentiality
- Demonstrate ability to work as an effective team member
- Ability to maintain current certification as a Parent Educator by completing the required professional development hours for years of service (Certification and professional development provided by and paid for by Growing Home)
- Valid Driver's License and proof of valid vehicle insurance required
- Reliable vehicle required

WHY YOU SHOULD WORK AT GROWING HOME:

- Competitive Pay: \$43,000-45,000
- Company sponsored medical, dental, and vision plans (employer pays 88% of premium for employee medical insurance; 50% for employee dental and vision insurance; 50% for dependents across medical, dental, vision plans)
- Up to 5 hours of paid wellness time each week after 90 days of employment
- Optional 403(b) plan with 5% match after 1 year
- Paid vacation, sick, and holiday time
- Employer paid life insurance

- Optional voluntary life insurance, accident coverage, and medical and dependent FSA options available
- Cell phone stipend
- Positive, inclusive workplace
- Growing organization; ongoing opportunities for professional growth and development

HOURS OF WORK AND LOCATION:

- Hours of Work: This position is full-time, 40 hours a week. Work will generally be completed Monday-Friday, between 9:00 am – 5:30 pm, with some evenings and weekends required.
- Location: Work will primarily be performed in the Growing Home offices and in family's homes. After 90-day probation period, dependent on job duties, hybrid work locations and schedule may be permitted.

Please apply with a resume [here](#). No walk-ins, please. Applications will be accepted until 5:00 pm on January 30, 2026.

Growing Home is an Equal Opportunity Employer.