

Volunteer Position Description: Family Resource Center & Healthy Start Interns

Family Resource Centers (FRC's) & Healthy Starts are neighborhood or school-based sites that provide accessible, individualized, comprehensive services to families and children in Solano County. Interns will strengthen community linkages by participating in community events, health fairs, school events, and working with local agencies serving children and families.

The Family Resource Center & Healthy Start Intern is responsible for supporting the implementation of the Solano County Family Resource Center Network's Family Economic Success (FES) programs. This position offers a great introduction to income and asset development programs and the opportunity to work directly with clients in various capacities. Bilingual ability in Spanish, a plus.

Intern Duties

- Assist with collection of data either through surveys, focus groups, observations, or individual interviews, and otherwise support the FES activities of the assigned FRC.
- Participate in county- wide collaborations, such as the FRC Network to encourage integrated, family preservation services.
- Conduct assessments and identify strengths-based goals with families for addressing needs.
- Provide information and referrals to families, through on-site visits, or home visits, who require assistance with such needs as: medical, mental health, employment, or social services.
- Assist FRC staff with parent education classes and community meetings that focuses on family economic success.
- Assist eligible families with completion and submission of the Medi-Cal mail-in application, etc.
- Attend FRC staff meetings, FRC county-wide trainings, and other necessary meetings.
- Collect, document and input all clients' data and case information according to FRC data collection guidelines.
- Provide linkages to appropriate social service agencies, financial resources, and parenting resources and/or to the community based activities.

Minimum Qualifications

- Be 18 years of age or older.
- Be a U.S. citizen or legal permanent resident.
- Have a high school diploma or GED certificate. (or have upon completion of the year service)
- Have a strong interest in serving families with children.
- Be committed to learning about and applying a strength-based model of serving families.

Desired Qualifications

- Experience working directly with children or low-income families.

How to Apply: Send resume and two (2) references to: **Rhonda Smith, Children's Network, 2320 Courage Dr., Suite 107, Fairfield CA, 94533.** Email: rsmith@childnet.org or

Fax : (707)421-6495. Positions open until filled.