
Guide By Your Side (GBYS) Program Parent Guide Job Description

POSITION SUMMARY

A Parent Guide must be the parent of a child who is deaf, hard of hearing, deafblind, or deaf with additional disabilities who will undergo specialized training to provide support to families with children who are deaf and hard of hearing.

All Parent Guide positions will be for 10 hours per week for 50 weeks at a pay rate beginning at \$21/hour.

SPECIALIZED KNOWLEDGE AND SKILLS

- Have self-awareness to be able to distinguish between personal belief systems and bias and will never manipulate or skew information or input shared with a family.
- Be able to describe options for families in an unbiased manner consistent with the philosophy and mission of Hands & Voices.
- Be able to support families with diverse backgrounds regardless of the educational and/or communication option they select.
- Have knowledge of local and regional resources for families. Parent Guides may work with children who are deaf and hard of hearing and have additional disabilities and will be expected to provide the additional resources needed.
- Understanding of the unique needs of infants and youth who are deaf and hard of hearing.
- Understanding of the Birth to 3/Part C, early childhood systems, and Part B public education systems in their state/province and be willing to work collaboratively with the IFSP and IEP team members, or other community professionals.
- Be able to demonstrate comfort in supporting parents through the emotions associated with learning of their child's diagnosis.
- Bilingual Parent Guides will possess a strong understanding of the unique challenges faced by families where English is not the primary language and will assist the family in learning through communication in their native language.
- Be able to proficiently read and write English for electronic communication and data reporting requirements.
- Have basic technical ability to utilize multiple computer-based platforms.

PERFORMANCE EXPECTATIONS

- Parent Guides are expected to meet identified and trained protocols in a timely way. If the designated timelines cannot be met, Parent Guides are expected to contact the GBYS Program Coordinator and ask that the case be re-assigned.
- Parent Guides must provide their own transportation and be willing to travel to meet with families. Authorized mileage and other expenses will be covered.
- Parent Guides will complete all necessary paperwork including notetaking and service logs as outlined in the GBYS program protocol.
- Parent Guides will maintain regular contact with the GBYS Program Coordinator, as outlined in the GBYS program protocol.
- Parent Guides must have access to the internet and be willing to conduct business via email and internet technologies as necessary.
- Parent Guides will attend a mandatory initial training, on-going required trainings and staff meetings.
- Parent Guides must be able to attend events, including occasional evenings or weekends.
- Parent Guides will maintain standards of confidentiality, including adhering to HIPPA standards and protecting client health information, as outlined in the GBYS program protocol.
- Parent Guides will be members of and maintain good standing within the Nevada Hands & Voices organization.
- Parent Guides must treat all families with kindness and respect regardless of race, religion, socioeconomic status, or lifestyle choices even if they are inconsistent or in conflict with their own values. If a Parent Guide feels that they are unable to support a family, s/he must inform the GBYS Program Coordinator. Any unresolved or repeated occurrences of unprofessionalism of this nature may be grounds for termination.
- Parent Guides should be active within their communities and leaders throughout the state/province or territory in which they live and work.