



Shiawassee CMH Parent Support Partner Job Posting

Position Title: ACMH Parent Support Partner
Time/Hours: Part-time/Flexible Hours
FLSA Status: Exempt
Supervisor: Shiawassee CMH Supervisor, ACMH Executive Director

Qualifications: Must be a parent and/or primary day-to-day caregiver of a child with serious emotional, behavioral, and/or mental health challenges (SED) or Intellectual/Developmental Disabilities (I/DD) who is currently or has in the past, received mental health services. Experience with other child serving organizations (DHS, Court, School) preferred.

Individuals who are from diverse backgrounds and/or bi-lingual are strongly encouraged to apply.

Parent Support Partners must possess the following:

- Leadership skills
- Strong oral and written communication skills
- Computer, data entry and email familiarity
- Knowledge of public and private child serving agencies
- Ability to manage time well and work independently
- Demonstrated experience working with diverse populations
- Ability to take direction
- Valid Driver's License
- Reliable Transportation
- Respect, value and support of the family and youth voice
- Strong commitment to parent/professional partnerships
- Experience working with diverse populations
- This position will require flexible hours and occasional weekends, evenings, and overnight travel.

Job Duties:

- Partner with families to support, educate, and empower them to use their voice, develop positive relationships with service providers, and develop skills to navigate the systems their child and family are involved with. Parent Support Partners will support families to link with community resources, develop natural supports, and engage with service providers. This will be accomplished through team meetings, home visits, and coordination with other agency service providers.
- Provide skilled interventions as part of the treatment plan.
- Complete and maintain accurate, timely, required documentation.
- Attend staff meetings, supervision, coaching, and training as scheduled.

Education: High School Diploma/GED equivalent.

To apply, mail or email a **cover letter and resume** to:

Jane Shank, Executive Director
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