



<b>Job Title:</b>	Community Alignment Advisor (2 positions)
<b>CCFH Program:</b>	Family Connects International
<b>Location:</b>	Durham, NC
<b>Position Type:</b>	Full-Time

**JOB DESCRIPTION**

**Reports to: FCI Director of Dissemination**

**Program Description:**

Family Connects (FC) is a model for a community-based program supporting new parents in caring for their newborns, offering physical assessments of the mother and baby, addressing questions about caring for a newborn, and helping them access any needed community services or resources. The model combines top-down identification and alignment of key community resources with a bottom-up approach of engaging individual families through short-term nurse home visiting. The program is currently being implemented in over 20 communities nationwide, with additional sites beginning implementation in 2021.

**Occupational Summary:**

The Family Connects International Community Alignment Advisor (CAA) is tasked with training and supporting community alignment specialists at local Family Connects sites. The FCI CAS will support local Family Connects sites through the community alignment component of the Family Connects model.

The FCI CAA will provide technical assistance to develop and train the local CAS on maintaining relationships with local leaders and stakeholders that include but are not limited to the following: medical providers, home visiting service providers, early childhood community partners, and other health and human service providers. The FCI CAA will provide technical assistance to local Family Connects sites to assist local CAS develop an inventory of services, collaborate with key stakeholders to align and enhance the local system of care within the early childhood system, identify gaps in services to build capacity and infrastructure for service provision.

The FCI CAA will collaborate with other members of the FCI dissemination team to manage site implementation and provide technical expertise to help them evaluate progress during the planning, installation, implementation, and certification of the local program.

**Work Performed:**

- Develop and assist with the implementation of community alignment strategies and deliverables to support sites in the Family Connects' community alignment processes.
- Provide individual (as needed) and group technical assistance via mentoring, coaching, and consultation to local CAS staff to support successful planning and maintenance of community alignment functions, including but not limited to: resource and referral systems, community advisory boards, data analysis, marketing, and continuous quality improvement.



- Develop and train local site community alignment specialists (CAS) on maintaining relationships with local leaders, including directors of government agencies; city, county, and state officials, hospital leadership, medical providers, home visiting program leadership, community partners, and other applicable parties in order to identify and create innovations designed to enhance the system of care in the community.
- within coordination with local CAS, recommend policy and procedure changes to build capacity and infrastructure for service provision.
- Collaborate with the FCI Salesforce Administrator on possible opportunities for integration of data systems and resource/referral systems in order to create efficiencies in connecting families to resources and enhancing community understanding of strengths and risks.
- Coordinate and work with Family Connects Implementation Specialists on supporting sites to reach model fidelity and program certification.
- Perform other related duties incidental to the work described herein.

**Required Qualifications at This Level**

**Education/Training:** Bachelor's degree, preferably in a related field (for example, public health, psychology, social work, nursing communications, marketing), or related experience. Experience with the development and organization of resource materials and presentations to support knowledge transfer via virtual or in-person training sessions.

**Additional Qualification/Skills:**

- Experience or knowledge in diversity, equity and inclusion strategies within community settings preferred.
- Must be able to demonstrate strong cultural sensitivities, flexibility, adaptability and affinity for multicultural environment.
- Experience in project management, including complex projects involving multiple functional groups is required.
- Five (5) years in coaching, mentoring, training experience, or equivalent combination of education and experience.
- Ability to communicate clearly and professionally with a range of community stakeholders.
- Ability to work independently, as well as in teams.

**NOTE:** Due to the ongoing unusual conditions affecting the country because of the COVID-19 pandemic, candidates for this position may be asked to work from home until further notice.

**Travel Requirements:** This position may require travel up to 20-25% once travel restrictions are lifted.

**Physical Requirements:** Extended sitting (up to 8 hours per day). • Keyboarding. • Ability to work in different (changing) locations. • Ability to move or lift at least 50 pounds. • Ability to climb stairs. • Ability to perform duties in an active environment with changes in climate and noise level. • Requires regular kneeling, bending, and sitting on the floor. • Drive in all types of weather. • Ability to travel in air, train, and car.

**Salary:** DOE



CCFH is committed to building a culturally diverse team. We strongly encourage minority and bilingual (Spanish) candidates to apply. The above statements describe the general nature and level of work performed by individuals assigned to this classification. This is not intended to be an exhaustive list of all responsibilities and duties required of personnel so classified.

**APPLICATION INFORMATION**

Please email resume and letter of interest to Kristen Southworth via email at [Kristen.southworth@duke.edu](mailto:Kristen.southworth@duke.edu) (subject line: FCI Community Alignment Advisor). Applications will be accepted until both positions are filled.