



## GREAT START PARENT LIAISON JOB POSTING

The Huron Intermediate School District is dedicated to educational leadership, effective programs, and quality services in collaboration with community partners to educate all learners.

<b>EDUCATIONAL QUALIFICATIONS:</b>	<ul style="list-style-type: none"> <li>• Bachelor’s degree in early childhood, social work, or related field, preferred</li> <li>• Prior experience working with groups of adults; with early childhood or other community planning efforts; as an advocate with state and local leaders, public and private organizations, or groups preferred</li> </ul>
<b>MINIMUM QUALIFICATIONS AND SKILLS:</b>	<ul style="list-style-type: none"> <li>• Physically and mentally capable of rigorous work (capable of sitting on the floor, standing and sitting for extended times, and lifting or pushing a minimum of 50 pounds)</li> <li>• Pass and maintain School Employment background check and LARA Comprehensive Background Check</li> <li>• All HISD staff must adhere to the HISD Mission, Vision, Guiding Principles, Expectations, and staff handbook on the HISD Website, <a href="http://www.huronisd.org">www.huronisd.org</a> homepage</li> </ul>
<b>ESSENTIAL DUTIES MAY INCLUDE BUT ARE NOT LIMITED TO:</b>	<p>The purpose of the GSPL position is to increase parent participation in the early childhood planning and decision-making process for the purpose of building a strong early childhood system. This position is staff to the Huron County Great Start Parent Coalition.</p> <ul style="list-style-type: none"> <li>• Coordinate the Great Start Parent Coalition (GSPC), including planning and facilitating monthly GSPC meetings. Maintain parent coalition records including agendas, attendance records, and all parent coalition meetings and activities minutes. Maintain the local GSPC membership roster. Assure that the GSPC includes members who represent the diversity of the community. Provide updates on GSPC activities to the GSC at each collaborative meeting</li> <li>• Assist with the local early childhood assessment and strategic planning process. Create the annual plan of work in conjunction with the GSC/GSPC members and GSC Director. Implement a process for bringing parent input and feedback about the early childhood system to the GSC for decision-making. Staff GSC workgroups and take minutes at GSC meetings</li> <li>• Actively recruit, orient, regularly communicate with, and support parent members of the GSPC and GSC. Think creatively and innovatively about ways to reach, benefit, inform, educate, etc., families in our community and recruit them to the PC</li> <li>• Help create and maintain communications tools, i.e., GSC/GSPC brochure, website, calendar, a resource guide, fact sheet, and social media outlets. Disseminate Great Start initiative information to area parents</li> <li>• Maintain positive relationships with local organizations and community partners.</li> <li>• Participate in community events and committees based on the approved work plan, desired goals, and objectives</li> <li>• Build public support for the early childhood years and early childhood investment.</li> <li>• Provide a “customer” perspective and serve as a sounding board for the Great Start Collaborative (GSC)</li> <li>• Lend support to GSC-related efforts</li> <li>• Helps to carry out the activities of the collaborative</li> </ul>

**STATEMENT OF ASSURANCE:** It is the policy of the Huron Intermediate School District not to discriminate on the basis of race, color, religion, national origin or ancestry, sex, gender, disability, age, height, weight, marital status, genetic information, or any other legally-protected characteristic, in its programs, activities, or employment. Inquiries regarding this nondiscrimination policy should be directed to Superintendent, Huron Intermediate School District, 1299 S. Thomas Road, Suite 1, Bad Axe, Michigan, 48413, (989) 269-6406.



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	<ul style="list-style-type: none"> <li>• The lead staff to the Strengthening Families, Trusted Advisor, and other Parent-Led strategies</li> <li>• Explore and implement new technology to further the goals of the GSC</li> <li>• Provide information, education, and resources to parents raising young children</li> <li>• Willingness to travel throughout the county and attend meetings and training located out of the county</li> <li>• Ability to research effectively, including the use of the Internet for research, knowledge of Google applications, Microsoft Word/Excel, and other educational and social media platforms</li> <li>• Consistent in-person attendance required</li> <li>• Valid driver's license with reliable transportation</li> <li>• Other responsibilities as deemed appropriate by supervisors</li> </ul>
TERMS:	<ul style="list-style-type: none"> <li>• Part-time, requires some evenings and weekends, non-union, hourly wage</li> <li>• Requires in and out-of-county travel via personal vehicle</li> <li>• No medical benefits provided</li> <li>• Retirement through the Office of Retirement Services (ORS)</li> <li>• FLSA: Non-Exempt</li> </ul>
APPLY TO:	<p>Send a cover letter and resume with references to:</p> <p>Julie Toner, Human Resources Huron Intermediate School District 1299 S. Thomas Road, Suite 1 Bad Axe, MI 48413</p> <p>Or, by emailing: <a href="mailto:jtoner@huronisd.org">jtoner@huronisd.org</a></p> <p>Applications will begin being reviewed on Friday, February 24<sup>th</sup>, and accepted until the position is filled.</p>
POSTING DATE:	Thursday, February 16, 2023

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