



**JOB TITLE** Child Care Provider (Part-time)

**PROGRAM** Families First

### **JOB SUMMARY**

The Families First program is a program designed for families who are at risk of becoming involved with Child Protective Services or for those families that wish to strengthen their parenting skills and relationships with their children. The purpose of the program is to improve family functioning by strengthening parenting skills, confidence, and communication through the use of Triple-P, an evidence-based parenting curriculum, taught by trained and qualified staff.

Parent education is provided through group sessions or through home visitation. The role of the child care provider is to provide a safe environment through structured supervision for children of parents who are attending group parent education sessions.

### **REQUIREMENTS**

1. Provide supervision for children in 2 hour increments, up to 6 times per week, while program participants attend group parent education sessions.
2. Travel to various sites where parenting groups are held throughout Tarrant County in order to provide child care during group parent education sessions.
3. Ensure that children are safe while being supervised by Catholic Charities staff.
4. Report any injuries or concerning behavior to both group facilitator and child(ren)'s parent(s) immediately and complete necessary documentation.
5. Provide structured and engaging activities for children to participate in while attending child care.

### **QUALIFICATIONS**

1. High School Degree or equivalent preferred.
2. Experience with child care or working with children preferred.
3. Must have reliable transportation.
4. Must pass background check requirements.
5. Must be willing to work flexible hours and travel to various host sites of parenting groups.

### **WORK HOURS AND LOCATION**

The child care provider is a PRN/casual position; the child care provider will be utilized as needed, but not more than 10-15 hours per week. Regular working hours are flexible and may vary week to week. Group parenting sessions will should typically start no earlier than 9am and end no later than 8pm. Group sessions are approximately 2 hours long and child care providers will work during those times. Group parenting sessions may occur throughout the week, Monday through Saturday, and will occur at various locations throughout Tarrant County, including Catholic Charities main campus in Fort Worth. Many different group sessions are available. Candidates can choose hours and locations that work with their schedules.

### **TO APPLY**

Interested persons should fax or email a cover letter, resume, & salary requirements to:

Catholic Charities, Diocese of Fort Worth, Inc.  
Attn: Human Resources  
249 West Thornhill Drive  
Fort Worth, TX 76115  
Fax: (817) 887-2179  
Email: [ccresume@ccdofw.org](mailto:ccresume@ccdofw.org)

Due to the volume of responses, only qualified parties will be contacted.  
No phones call, please.

Date Posted: February 2, 2012  
Remove Posting: Open until filled