

POSTED: 1/10/2019
POSITION: CHILD DEVELOPMENT
SPECIALIST



BIRTH
to 3

A division of The Threshold, Incorporated

DEPARTMENT: Birth to Three

HOURS: 7:30 AM – 4:00 PM with possible evening hours.

NEW HIRE BONUS: \$200.00 – Paid in two installments of \$100 after 90 days and six months.

SUMMARY: Provide home and community based special education and instruction for infants and toddlers with delays and/or disabilities; and plan, deliver and coordinate services for children and families eligible for Birth-to-Three and Family Support services.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following, other duties may be assigned.

- Perform educational evaluations to determine eligibility.
- Facilitate and attend Early Intervention Team and IFSP meetings to convey evaluation results and recommendations to families and professionals, commit education resources to goals and services.
- Conduct ongoing, informal assessment of children's daily progress to determine the need for related services and updates at annual IFSP meetings.
- Provide special instruction to the child and family to support families in meeting the goals identified on the IFSP.
- Assist the family in assessing their strengths and needs, identifying outcomes, and developing the Individualized Family Service Plan based on recommended course of action.
- Maintain Federal requirements for Medical Assistance waiver program and Medical Assistance case management billings. Accurately complete on-going documentation of activities.
- Assist parents in identifying available service providers and advocacy services.
- Facilitate the development of transition plans.
- Monitor Delivery of services in accordance with HFS 90.
- Determine cost share with families and process payments.

EDUCATION and/or EXPERIENCE: A Bachelor's degree in Early Childhood Special Education, Social Work, Psychology or other comparable degrees. Ability to demonstrate an understanding about children (0-3 years old) who are eligible for Part C of the federal implementing regulations (34 CFR, PT 303 and HFS90).

CERTIFICATES, LICENSES, REGISTRATIONS: Must have one of the following licenses / certifications or comparable certificate, license or registration.

- Education: Wisconsin DPI License No. 808 or 809
- Social Work: NASW Credentials

TRANSPORTATION: Essential duties typically require a valid Wisconsin driver's license, a good driving record and access to a personally owned and adequately insured vehicle.