



Early Intervention Service Coordinator

Partnership for Community Supports

Job Snapshot

Location:
9360 Ashton Road
Philadelphia, PA 19114

Base Pay: \$40,160 /Year

Education: 4 Year Degree

Employee Type: Full-Time

Industry:
Healthcare - Health Services
Not for Profit - Charitable

Job Type:
Health Care
Nonprofit - Social Services

Manages Others: No

Contact Information
Fax: 267-350-4555;
mdebarberie@pfcsupports.org

Travel: Up to 25%

Description

The Early Intervention Service Coordinator will work with infants and toddlers who may have developmental delays or disabilities and their families on the phone and including home visits. The Service Coordinator will engage families in the developmental screening and will coordinate, evaluate and monitor service delivery in the Early Intervention Program. Services will be individualized, strength based, child-entered, family focused, community based and culturally competent.

Duties include:

Developing individual family support plans, completing intakes, facilitating and participating in assessments and evaluations and conducting initial and annual Routine Based Interviews to assess family priorities and concerns.

- To develop and enter Individual Family Support Plans into Pennsylvania's Enterprise to Link Information for Children Across Networks within required time frames, assuring the active involvement of the family receiving service and their team, and in keeping with all Federal, State, and City requirements.
- Pleasant environment and good benefits.
- Paid training and supervision provided.
- Upon completion of satisfactory initial employment period, salary will increase to \$41,180 per year.
- Free student loan review assistance.
- Opportunity to earn \$300 per quarter as a productivity award.
- Make a difference in the lives of infants and toddlers and their families.
- Paid time off and paid holidays.
- Employee Assistance Program.

Requirements

- Bachelor's degree required which includes or is supplemented by at least 12 college credits in Early Intervention, Early Childhood Special Education, Early Child Education, Child Development, Special Education, Family Counseling, Social Welfare, Family Studies, Social Welfare, Psychology or other comparable Social Science.
- One year of full-time or full-time equivalent experience working with or providing counseling to children, families or individuals with disabilities.
- Valid driver's license and use of personal automobile required to complete home visits.
- As we are subject to the City of Philadelphia's COVID-19 Vaccine Mandate for Healthcare Workers, you will be required to be fully vaccinated against COVID-19 by October 15th. Exemptions to this mandate for medical reasons and sincerely held religious beliefs will be evaluated.
- Computer skills and excellent communication and organizational skills needed.
- Job requires a sensitive, caring individual with excellent verbal and written communication skills who wants to make a difference in the lives of children and their families.
- Bilingual ability a plus.
- **Position also includes some local travel.**

AA/EOE

Our Mission: Partnership for Community Supports connects individuals who experience delays in development throughout their lifespan, to resources and supports through individualized and family centered planning. By forming powerful partnerships and minimizing barriers, Partnership supports individuals and families to live a full, inclusive life in their community.