



Job Description: South End Family Support Navigator

Mission: Neighborhood Villages envisions a future in which all families have access to affordable, high quality child care; in service of this vision we advocate for child care policy change and pilot strategic interventions that promote policy reform and lay the foundation for its implementation.

What We Do: We work with community providers to develop programs that inform early education and care systems reform and ensure success. In partnership with early learning and child care centers, community health centers, and community-based organizations, Neighborhood Villages is designing and piloting programs intended to inform both policy reform and its implementation. Our core intervention areas include:

- Providing Operations Support to Promote Excellence in Early Learning Programming
- Stabilizing the Early Education Workforce Through Teacher Training and Fellowship Programs
- Transforming Child Care and Early Learning Centers into Neighborhood Resource Hubs

Job Description-South End Family Support Navigator: The South End Family Support Navigator will work in partnership with and onsite at Ellis in the South End. S/he will connect families in the South End/Roxbury community with programs offered onsite and proximate to Ellis and in the community and support families' successful participation and/or enrollment in these programs. To build the trust and relationships necessary for success, the South End Family Support Navigator will deeply know the families who use the building and its core programs. S/he also will develop strong relationships with colocated and other identified partner organizations. Together with these partners, the Family Support Navigator will help promote delivery of multi-sector supports and services in a manner that works for families.

Principle Duties and Responsibilities:

- Deeply know enrolled families at Ellis, the partner early learning center, and families in the South End and Roxbury community, especially those who use the supports and services offered onsite and proximate to Ellis.
- Conduct a landscape assessment of possible partner programs and available resources in the community, including but not limited to those around job training, fitness, food and nutrition, financial and legal services, behavioral health services, housing support. Continuously monitor new opportunities for collaboration and partnership in the community.
- Based on a needs assessment, curate a suite of resources and supports to be available onsite or proximate to Ellis, and engage non-enrolled community members to maximize partner program participation.
- In partnership with Ellis, equip the building to act as a hub of resources, supports, and programming for families with young children in and around the South End.
- Serve as a navigator for families seeking to connect with supports and services available in the building and around the neighborhood.
- Strategically schedule activities happening within the building, to remove barriers to participation.
- Think innovatively about how to remove barriers to health, wellness, financial security, and joyful parenting.
- Serve as a member of a collaborative health and wellness team at the partner early learning center.
- Serve as a member of a collaborative team of all Neighborhood Villages Family Support Navigators in Boston, working towards consistency and quality across the pilot system.

Qualifications:

- Exceptional ability to manage time and handle multiple tasks and priorities
- Demonstrated ability to deeply know and support families
- Demonstrated ability to connect people and foster community
- Attention to detail
- Excellent communication skills
- Strong ability to work in a collaborative environment
- Dual or multi-lingual applicants are encouraged to apply

Compensation and Benefits:

Neighborhood Villages is committed to providing competitive compensation and benefits commensurate with the professional qualifications and responsibilities of its staff.

Neighborhood Villages does not discriminate on the basis of race, color, religion, gender, gender expression, age, national origin, disability,

marital status, sexual orientation, homelessness, or military status. We celebrate diversity and are committed to creating an inclusive environment for all team members.