

# Children & Family Advocacy Representative Job Description

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**Position Description:** Children/Family Advocacy Representative

## Minimum Requirements

1. Minimum Bachelor's degree in Social Work or any related degree (such as Human Development and Family Studies, Human Services, Psychology, Sociology)
2. 2-4 years experience in Social Work. Work experience in fields such as: Child, Family & School, Administrators & Research, Community, Medical & Health, Mental Health, and Psychiatric
3. If not fluent in Spanish, 3-6 months of language school in a Spanish speaking country will be included in preparation before moving to the DR after hired
4. Willingness to understand the Latin American culture to the best of your ability, either from personal experience or professional training from Makarios

## Preferred Requirements

1. A high level of fluency in Spanish
2. Efficiency of comprehension of the Latin American culture and/or a background in TESOL/ESL/Dual language
3. Discipline in gaging one's personal and emotional state

## Basic Functions:

### Community Relationships

1. Train and work with the teachers in how best to minister to and serve each family through the development of short and long-term action plans of growth and improvement behaviorally, socially, mentally and emotionally understanding and utilizing the bio-psycho-social and spiritual framework
2. Working with-in each community, developing relationships with parents of students in order to encourage them in the rearing of their children in a Christ-like manner, including home visits
3. Analyze each student in our program putting together a plan for how best to educate, correct, discipline and encourage that student, using their expertise to understand the home life, background, and influences on each student

### Administration & Recording

1. This is a missionary position and will require support raising
2. Develop a database of information for each student and their family, to be used by the teachers to know how best to educate each of their students
3. Train teachers in how to look for and care for children of abuse, abandonment, and/or neglect and work with the teachers and local church leaders in ministering to and protecting innocent lives

4. This job will be highly administrative in the collection and organization of data, as well as require the ability to train and teach others how to use the information that is gathered to best educate, serve and love each and every student
5. The first year will be primarily research and data collection and organization while at the same time building relationships with the families of Makarios

**Supervisor:** Children & Family Advocacy Representative reports to Outreach Coordinator