



50 East 168th Street, Bronx, New York 10452

[www.WHEDco.org](http://www.WHEDco.org)

**Title:** Family Child Care Network Social Worker  
**Location:** 1309 Louis Nine Blvd, Bronx, NY 10459  
**Reports to:** Family Child Care Network Director

#### **About Us:**

The Women's Housing and Economic Development Corporation (WHEDco) is a community development organization founded on the radically simple idea that all people deserve to live in healthy, vibrant communities. We build award-winning, sustainable, affordable homes – but our work is not over when our buildings are complete. WHEDco believes that to be successful, affordable housing must be anchored in strong communities of which residents can be proud. WHEDco's mission is to create and bridge access in the South Bronx access to resources that support thriving neighborhoods – from high-quality early education and after-school programs, to healthy food, cultural programming, and economic opportunity. See [www.whedco.org](http://www.whedco.org) for more information.

#### **Job Summary:**

WHEDco seeks a Social Worker who will collaborate with our EarlyLearn team to support children, their families, and providers. The Social Worker will provide preventative services, counseling and supportive services to the families we serve in the South Bronx.

#### **Responsibilities:**

- Provide wraparound services to children and their families.
- Facilitate workshops on social/emotional development for our families
- Work collaboratively with the providers and the Education Director/Specialists to plan and execute social emotional learning lessons.
- Develop meaningful family partnerships.
- Provide guidance and education to childcare providers and families on special education and mental health.
- Make referrals for mental health services as needed
- Collaborate with and strengthen partnerships with community organizations
- Complete administrative responsibilities, including the timely documentation of family team conferences, provider conferences, assessments, family and provider communication in WHEDco's database
- Meet with the Senior Family Support Social Worker once a week for clinical supervision.
- Create and develop workshops for families and providers.
- Assist in ongoing outreach, enrollment, and all other administrative tasks
- Participate in staff professional learning sessions.
- Other related tasks as assigned.

**Qualifications:**

- MSW degree required; licensure preferred.
- Three years of experience working with families and young children
- Experience working with early intervention and other service providers preferred
- Excellent organizational skills and attention to detail.
- Strong verbal and written communication skills.
- Bilingual English and Spanish speaker required
- Must be a team player; able to build relationships and motivate stakeholders with diverse personalities and backgrounds.
- Able to proactively multi-task and adapt to changing and competing needs.
- Experience in MS Office (including Excel and PowerPoint) and excellent overall computer and database skills.

**Excellent benefits and competitive salary (\$63,000-\$70,000) based on experience.**

To apply, please submit a cover letter and resume to: [HBCCreuiting@whedco.org](mailto:HBCCreuiting@whedco.org) with Education Specialist and your name in subject line.

WHEDco affords all qualified applicants equal employment opportunities without discrimination because of race, creed (religion), color, sex, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status, or any other category protected by law. WHEDco follows the requirements of the New York Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.