

CANOPY CENTER

Volunteer Position Description



Program	Parent to Child		
Position Title	Family Interaction Specialist (Intern)		
Reports to	Emmy Lita	Title	Parent to Child Program Coordinator

Type of Position	Location	Time Commitment
<input checked="" type="checkbox"/> Intern <input type="checkbox"/> Volunteer	On-site at the Canopy Center offices. 2445 Darwin Rd., Ste. 15, Madison, WI	<ul style="list-style-type: none">• 2-semester commitment• 10 hours of initial training• Minimum of 1 weekly visit• Visits typically take place evenings or weekends• Hours flexible to meet the needs of the internship

AGENCY VISION AND MISSION

Our vision is to give every person an opportunity to have a voice in identifying and addressing their needs; and to provide social connections, to fully develop their sense of self and community.

Our mission is to help strengthen families and support children, teens, and adults impacted by trauma and adversity.

POSITION SUMMARY

The family interaction specialist provides supervision services to families involved in CHIPS cases (children in need of protection and services) through Dane County Human Services, as well as to any family in need of supervised family interactions. Parent to Child provides children the opportunity to spend quality time with their parent/parents in a safe and supported environment. Family interaction specialists observe these family interactions and provide objective reports as well as serving as a mentor for the parents and families. A minimum commitment of one year or two school semesters is required.

QUALIFICATIONS

- Must be at least 19 years old
- Complete a Volunteer Application, clear a background check, and attend an interview
- Attend trainings specific to the internship position
- Ability to work with a diverse population
- Ability to maintain confidentiality and objectivity
- Access to reliable transportation
- Effective oral and written communication

Preferred Knowledge and Skills

- Basic understanding or education in family relationships and dynamics
- Basic understanding or education in child development
- Bilingual candidates strongly encouraged to apply

DUTIES

- Coordinate and facilitate visits, including maintaining contact with parents, children, foster families, social worker/case manager, and Canopy Center staff
- Observe and report on parent interaction with their child during visits
- Document and submit all visit notes in a timely manner
- Attend trainings, case reviews, staff, or agency meetings
- Provide support and resources to families as needed

OTHER INFO

- Education: Must be enrolled in undergraduate or graduate level academic program
- Minimum of 1 (regularly scheduled) visit per week, with the opportunity to work with more than one family as schedule allows
- P2C offers supervised visitation services during evenings (3PM-8PM) as well as Saturdays and Sundays (8:00AM-8:00PM).
- Interns must not miss more than two shifts per semester.

Position Benefits

- Direct experience for those interested in counseling, social work, and other related fields.
- Learn about issues facing parents and families with special needs.
- Develop communication and report-writing skills.

TO APPLY

- Visit Canopy Center website (www.canopycenter.org) and navigate to Get Involved > Volunteer for our online volunteer application
- Contact volunteercoordinator@canopycenter.org for more details