

# CANOPY CENTER

## PARENT TO CHILD FAMILY INTERACTION SPECIALIST



Program/Administration	Parent to Child		
Location	2445 Darwin Road, Ste. 15, Madison, WI		
Job Title	Family Interaction Specialist		
Reports to	Jennifer B.	Title	Parent to Child Volunteer Liaison

Type of Position	Hours _____/week
<input type="checkbox"/> Full-time	<input type="checkbox"/> Exempt
<input type="checkbox"/> Part-time	<input type="checkbox"/> Non-exempt
<input type="checkbox"/> Limited-term Employee	
<input type="checkbox"/> Intern	
<input checked="" type="checkbox"/> Volunteer	

### 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

Family Interaction Specialists provide supervision services to families in CHIPS (children in need of protection and services). They provide parents with additional opportunities to spend time with their children in community settings, with the hopes of bringing the family back together. Volunteers observe these interactions and give objective reports, while also serving as a mentor and advocate for the parents and families.

Semester internships are available. Please contact [volunteercoordinator@canopycenter.org](mailto:volunteercoordinator@canopycenter.org) for more information.

### QUALIFICATIONS

- Must be at least 19 years old with a high school diploma or G.E.D.
- Complete a Volunteer Application, clear a background check, and attend a volunteer interview.
- Attend trainings specific to the volunteer 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 volunteers 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 a weekly two-hour visit.
- Document and submit all visit notes in a timely manner.
- Report unusual or questionable visits or any concerns immediately to the P2C Case Manager.
- Attend quarterly trainings and case reviews.
- Provide support and resources to families as needed.

**TIME COMMITMENT**

- Minimum 9 months (two semesters) commitment.
- About 10 hours of initial training.
- A minimum of 1 weekly (2 hour) visit with assigned family with the opportunity to work with more than one family as schedule allows.
- P2C offers supervised visitation services during evenings (5:00 pm – 8:00 pm), or weekends.
- Volunteers 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 our website: [www.canopycenter.org](http://www.canopycenter.org)
- Or Contact: [volunteercoordinator@canopycenter.org](mailto:volunteercoordinator@canopycenter.org)