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## **Job Posting: Parent Partner**

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**Location: San Pedro**

**Classification/Status:** Non-Exempt/ Full-Time

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### **About The Guidance Center (TGC):**

The Guidance Center is a private, nonprofit community agency incorporated in California in 1946. We operate four mental health service delivery sites in southeast LA County, including Long Beach, San Pedro, Compton, and Avalon (Catalina Island). The mission of TGC is to provide comprehensive mental health treatment to our community's most disadvantaged children and their families struggling with mental illness and abuse, leading them toward a positive and productive future. TGC offers a competitive benefits package including medical, dental, vision, 403b with employer match, vacation, and 14 paid holidays. All employees must be vaccinated against COVID-19 in accordance with applicable law. TGC will evaluate requests for exemption in accordance with applicable law.

**Position is grant-funded, and only expected to last for two years.**

### **Summary Statement:**

The Parent Partner serves as a "bridge" to families' enrolled in the Mental Health Program and must have a demonstrated commitment to do "whatever it takes" to help families make progress on their particular paths to wellness. This includes, but is not limited to, identifying and conducting outreach and engagement activities for families who face difficult challenges and may be hard-to-reach and hard-to-engage, such as the un-served, under-served, and inappropriately served populations, children/youth with a history of hospitalizations, and/or group home, and homeless families who would benefit from treatment and other supportive services. The Parent Partner assists parents in navigating through the complex public systems (DCFS, DMH, Probation, local schools, medical hospitals and/or Regional Center) that impact their lives and will refer and link families to community-based programs and services necessary to address their needs. Support and engage families with low program participation and who are reluctant to fully engage in services. The environment for this position is field-based as well as an office environment. It involves working within at-risk areas including the home.

Works well under pressure; meet multiple and sometimes competing deadlines and at all times demonstrate ethical and cooperative behavior with staff, clients, visitors, and others associated with The Guidance Center.

Regular attendance is an important factor in employee job performance in order for The Guidance Center to maintain efficient operations. Employee would be expected to report to work as scheduled and on time.



**Qualifications:**

- **MUST BE A PARENT OR GUARDIAN OF A CHILD, OR FAMILY MEMBER WHO HAS EXPERIENCE WITH MENTAL ILLNESS OR HAS EXPERIENCED ACCESSING OR RECEIVING MENTAL HEALTH SERVICES FOR HIM/HERSELF.**
- **Prefer bilingual English/Spanish or English/Khmer. Must be able to identify resources and collaborate with agencies that can be of assistance to low income, multi-problem families struggling with mental health problems.** Requires a motivated self-starter who can work effectively with a culturally and ethnically diverse client population and exhibits an understanding of mental health principles. Possess effective written and verbal skills in order to communicate with parents/caregivers and document collateral activities.
- Computer literate in Microsoft Office programs, such as Word, Excel, Outlook. Depending on position within the agency, may be required to possess or ability to learn, PowerPoint, Publisher, Access or related database management software.
- Must have vehicle and maintain a valid CA driver's license and automobile insurance, or other reliable transportation to travel to cities in Long Beach, San Pedro, Compton, or other areas in which the Center has business. Travel may also include travel by charter boat to the Island of Catalina in Avalon.

**Duties (but not limited to):**

1. Conduct meetings and provide advocacy and support to parents/caregivers of the Full-Service Partnership and Outpatient Care Services.
2. Share personal life stories as it pertains to supporting parents/caregivers with managing children, youth and/or a family member/s in DCFS system, Mental Health system, Probation system, Educational system or Regional Center system.
3. Ensure the parent/caregiver's perspective is taken into consideration when formulating treatment plans; goals and objectives.
4. Interacts with the community at large and develop relationships with agencies and other community resources that can serve as linkages and referral sources for MHSA families in addressing their needs.
5. Participate in a multi-disciplinary team in developing effective strategies to support and ensure client/family success. Attend trainings and team meetings.
6. Although services to families may be provided in the office, services are primarily field based and involve working within at-risk areas including the home and community.
7. Provide documentation of service delivered as determined by program and contract requirements.
8. Knowledgeable of or possess the ability to learn and adhere to the prevailing governmental laws and regulations regarding employee/patient's rights to confidentiality and limits thereof including compliance with HIPAA, federal and state laws.



### **Equal Employment Opportunities:**

The Guidance Center provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion (including religious dress and grooming practices), gender, sexual orientation, gender identity, national origin, age, disability, pregnancy (including breastfeeding and conditions related to breastfeeding), genetic information, marital status, ancestry or status as a covered veteran in accordance with applicable federal, state and local laws. The Guidance Center complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training. We are firmly committed to maintaining a work setting in which people of diverse backgrounds and lifestyles may grow personally and professionally.

The Guidance Center expressly prohibits any form of unlawful employee harassment based on an individual's race, ancestry, color, religion (including religious dress and grooming practices), national origin, marital status, sex (including sexual harassment and gender identity), sexual orientation, disability (physical or mental including HIV/AIDS diagnosis), pregnancy (including breastfeeding and conditions related to breastfeeding), medical condition (cancer and genetic characteristics), age (40 or over), military and veteran status, or exercising the right to any legally provided leave of absence in the application of any policy, practice, rule or regulation. Improper interference with the ability of The Guidance Center employees to perform their expected job duties is absolutely not tolerated.

### **How to Apply:**

For immediate consideration, please submit resume to [humanresource@tgclb.org](mailto:humanresource@tgclb.org)