

Parent/Professional Advocacy League (PPAL) is a statewide, grassroots, not for profit organization based in Boston and Worcester that advocates for improved access to mental health services for children, youth and their families. We work in close partnership with other community and state agencies with the goals of supporting families, nurturing parent leaders and improving systems.

Job title	<i>Family Support Specialist : Juvenile Justice</i>
Reports to	<i>Director Community Outreach and Partnership</i>

Position Description

The Family Support Specialist is responsible for providing support to families that increases their ability to find and obtain services for their children and family and fosters their ability to participate as equal partners on treatment teams and community groups. The Family Support Specialist will lead family support efforts with PPAL staff, in partnership with individual families as well as community stakeholders.

Duties and responsibilities

- Provide information and referral to families and professionals around resources and services.
- Empower families to advocate for their own child and family by providing and/or creating skill building opportunities.
- Assist in creating a voice for families in Massachusetts in the implementation of system change.
- Prepare parents to represent the voice of families who have children with mental health needs on various committees.
- Assist Project Coordinator: Juvenile Justice in Family Support Leadership activities.
- Participate in development and production of reports on family support on quantitative and qualitative data
- Attend monthly meeting on steering committee's with JDAI
- Attend and be involved in train families in telling their own story
- Attend detention facilities in the region to engage parents
- Collect Data as required
- Assists with special projects, as needed.

Skills and competencies

- Assist with community events, activities and outreach.
- Assist with focus groups, needs assessment and data collection when needed
- Attend PPAL staff meetings & trainings
- Use a variety of communication tools such as Base Camp , Gmail, and Facebook
- Effective time management skills
- Fluency in Microsoft Office suite

Qualifications

- Ability to relate to diverse groups of parents, professionals and policymakers
- Excellent organizational and communication skills.
- Excellent writing and editing skills
- Ability to work in a demanding environment and the flexibility to adapt to frequent changes in priorities and daily activities
- Ability to work independently with minimal supervision
- Ability to work collaboratively with a wide variety of people in complex situations.

Preference will be given to family members of children, adolescents and adults with mental health needs. Car and valid driver's license is essential.

Working environment

- Dynamic office environment and statewide travel required