



LOV Inc. Family Navigator Job

Summary:

The Family Navigator will support tribal families that include an individual with a disability to address their most pressing needs through connections to resources and services. The navigator will provide technical assistance, consultation, training and direct support for families in areas of need.

Background:

This position is possible due to funding from the WI Board for Developmental Disabilities Family-Led Project. The Family-Led Project supports and connects families that include individuals with disabilities to access the necessary support and resources to thrive today and plan for the future.

Navigator Values:

1. Promote the philosophy of family centered care.
2. Build a trusting, collaborative partnership with each family and their extended family members as needed.
3. Recognize and promote family's readiness, willingness, and ability to participate in accessing services.

Navigator Duties:

1. Make regular contact with the families as needed; daily, weekly, monthly.
2. Support families as they take steps to access services including attending meetings, participating on phone calls, and filling out applications.
3. Keep records of family contacts, services discussed, and resources needed.
4. Maintain confidentiality of family records and personal information.
5. Collaboration with other stakeholders to help identify barriers for family caregivers.

Working Conditions:

- Job is up to 10 hours per week at a wage of \$18/hour
- Due to the ongoing pandemic, we anticipate that a majority of the work will be done virtually through phone, email and video calls.
- Work hours will be scheduled in advance, but can be flexible
- This is a short-term position, anticipated to go through September 2021, though that could be extended based on availability of funding.

Required Qualifications:

1. Personal experience of being a caregiver for an individual with a disability.
2. Knowledge and a willingness to learn about Wisconsin services systems, benefits, and supports available to families of children and adults with disabilities.
3. Proven ability to provide coordination and collaboration with families within systems.
4. Understands and demonstrates respect for the diverse values and cultures of the families being supported.
5. Demonstrates strong communication and writing skills, ability to quickly assess and evaluate needs.
6. Access to the internet, comfort with using a computer for email, video communication and research.
7. Ability to pass the WI Caregiver Background Check.
8. A reliable vehicle and car insurance, as some local travel may be needed.

To apply:

Please submit a cover letter and resume to Alyssa@lovinc.org.

With support and funding from:

