

The Ballard R-II school district is seeking a qualified candidate to fill a vacancy for our Parents as Teacher program as a Parent Educator. The qualified candidate would be available starting June 2025 to begin training and preparation to start serving families with young children from before birth to kindergarten entry beginning the 2025-2026 school year. The Ballard R-II School District is a K-12 district of approximately 110 students located on Highway 18 between Clinton and Adrian; within 45 minutes south of the KC metro area and 20 minutes west of Truman Reservoir.

**Job Description:**

Through partnering, facilitating, and reflection, the Parent Educator provides services for parents/guardians of children from birth to kindergarten entry and expectant parents. Parent Educators provide parent education and family support to enhance the quality of parenting, increase a parent's understanding of child development, and work together to make it possible for children to meet their full potential.

**Qualifications:**

- **Education:** Certification and/or a four-year degree in early childhood, social work, health, psychology, or a related field is preferable. Will consider a two-year associate degree or two-year certificate program in early childhood education, child development or nursing. Upon occasion, fewer hours of credit from a degree granting institution which is contained within the United States Department of Education's Directory of Post-Secondary Institutions may be considered, based upon applicant's experience and dependent upon approval from the Missouri Department of Elementary and Secondary Education.
- **Experience:** Demonstrated ability in working with young children and their families is required for this position. Length of successful experience varies based upon the degree held/education completed by the applicant.
- **Certification:** No prior certification is required. However, current certification as a Parent Educator from the Parents as Teachers National Center is highly desirable. Successful completion of the Parents as Teachers Foundational and Foundational 2 training is required prior to beginning service delivery.
- **Other:** This position requires a thorough understanding of child development birth through five years of age. Parent educators must be highly organized, accountable and independent, self-motivated workers. They must be able to establish rapport with families and empower them by building on their strengths. Parent educators must be able to educate and build their knowledge base of community resources to assist in the support of families. Applicants must be competent with computer skills; including e-mail, internet, word-processing and video conferencing. Personal, reliable transportation is necessary to conduct home visits. Reports to: Ballard R-II School District Parents as Teachers Supervisor, Stephanie Nold

**Terms of Employment:**

Part-time flexible position (20-30 hours per week) year-round, may include up to 1-2 evenings per week and occasional Saturday mornings. Salary: Dependent upon education and experience.

**Essential Job Functions:**

- Provide services to families in an ethical and professional manner, including maintaining appropriate boundaries with families and written, verbal, and electronic confidentiality
- Maintain and submit in a timely manner all required family and program documentation
- Conduct services using the Parents as Teachers Foundational Curriculum to include the following components: parent-child interaction, development-centered parenting, and family well-being
- Plan the visit, gather materials, travel, conduct the visit in a variety of private residences around the district, and clearly document the visit using required forms. Visits may also be conducted virtually through telecommunications and videoconferencing as directed by the school district
- Plan and provide group connections (in collaboration with other parent educators and/or community partners) to give families an opportunity to build social connections with each other, engage in parent-child interaction activities, and increase their knowledge of ways to support children's development
- Complete child developmental, health, hearing, and vision screenings and family assessments, and share results with families in a sensitive manner
- Connect families and facilitate the use of community resources that support them in reaching their goals and addressing their needs
- Support parents and children to transition to other services as needed, such as early intervention, preschool, or kindergarten
- Develop, monitor and review goals with each family
- Organize and inventory supplies and materials
- Engage in recruitment activities

- Actively participate in regular individual reflective supervision meetings and scheduled staff meetings as required
- Complete annual required competency-based professional development hours and renew parent educator certification annually
- Engage in self-care and seek support to address own physical and mental health
- Be available to communicate with parents between scheduled personal visits when appropriate via text, phone, or email
- Keep current on literature and research in the field of child development and parenting topics
- Follow guidelines as established by law and the Ballard R-II School District for reporting child abuse and neglect
- Perform other duties as assigned

**Other information:**

Send your completed packet (resume, completed certified application - found on our website, transcripts, and three references or letters of recommendation) to Stephanie Nold, Principal via email or US Mail to the following: [snold@ballard.k12.mo.us](mailto:snold@ballard.k12.mo.us) or 10247 NE State Rt. 18 Butler, MO 64730. You may also hand deliver your application to the address listed. Additionally, please follow up with a phone call to ensure your application has been received at 816-297-2656 or if you have questions about this position please call. The position will be open until filled. Ballard R-2 School District is an equal opportunity employer. [www.ballardr2.net](http://www.ballardr2.net).