



Job Description—Supervised Visitation/Exchange Services Specialist

Major Objectives:

- To prevent child abuse and neglect, enabling parents to break the cycle of abuse and neglect
- To provide short term relief for parents and caregivers and allow for safe non-custodial visits

Qualifications:

- Bachelor's degree from an accredited program
- An understanding of child maltreatment and a desire to protect children and support families
- An ability to communicate ideas clearly, listen accurately, and establish rapport with diverse populations

Supervision:

- Supervised Visitation Program Manager

Essential Duties:

- Screens and assesses referrals for supervised visitation and exchange services
- Provides a safe and positive environment for visits and exchanges between parents and children.
- Observes visits and exchanges and conducts ongoing assessments and evaluations of family goals. Connects family to basic needs and support
- Models nurturing parent and child interaction and delivers services in accordance to legal documents and/or other recommendations from the referral source
- Remains neutral and maintains independence from parties
- Exercises judgment to intervene as an advocate for the child in emerging and crisis situations.
- Maintains accurate written record of contacts and assists with the tracking and compilation of data and reports in a timely manner.
- Promote a positive image of the Parenting PATH and demonstrate an ability to work and execute responsibilities as part of a community and agency team
- Be available for flexible scheduling
- Participate in agency events, fundraisers, community awareness presentations as assigned
- Other duties as assigned by supervisors

Work Environment and Physical Requirements:

- Ability to work flexible hours, including evening and weekend to accomplish the job
 - A valid North Carolina driver's license with proper insurance coverage
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