



ABC for Health, Inc. **POSITION DESCRIPTION**

| | |
|---------------------|--|
| <i>Position</i> | Parent Advocate (part time) |
| <i>Supervisor</i> | Erin McBride, Staff Attorney, ABC for Health, Inc. |
| <i>Hours</i> | Hours Flexible, 20-30 hours per week |
| <i>Compensation</i> | Dependent on experience |

POSITION SUMMARY

A qualified candidate will be a parent of a child or youth with special health care needs. S/he will conduct health benefits screening interviews for families with children at a risk of receiving inadequate health care to obtain and maintain health care financing through public and private sources of benefits. The Advocate will act as liaison with Wisconsin's five Regional Centers for Children and Youth with Special Health Care Needs (CYSHCN). S/he will ensure that the needs of families with CYSHCN are identified and documented and ensure that a family-centered services are provided to clients. The Advocate will work with attorneys and Health Benefits Counselors on client services, materials development, and training.

DUTIES AND RESPONSIBILITIES

- Work with Regional Centers, collaborators and other local and statewide Maternal and Child Health Project (MCH), local health departments, managed care entities, and primary specialty care providers to help them understand family centered care and larger group issues.
- Participate and coordinate with other family support services for families served through the CYSHCN Program.
- Participate in the development, review, and acquisition of publications and training resources for children with special health care needs and their families.
- Work with Regional Centers and collaborators to develop training programs that help parents better negotiate health care benefits and coverage programs for their children with special health care needs.
- Outreach and training to various organizations about the project.
- Other duties as assigned by supervisor to advance the objectives of this direct service and education project.

KNOWLEDGE AND SKILLS REQUIRED

- Familiarity with major health and social service programs helpful.
- Knowledge about programs, resources and issues affecting families of CYSHCN
- Good communication skills.
- Ability to plan, organize and work with groups of people and demonstrate strong interpersonal skills. Computer literacy with Microsoft office suite
- Good clerical and organizational skills.

ABC for Health, Inc., is an affirmative action employer.