

**EPIC - EVERY PERSON INFLUENCES CHILDREN, INC.**  
**Parenting Program Coordinator– Niagara County**

Summary of Responsibilities: This Part Time (24-32 hours) position will be responsible for performing intakes and assigning parents with a wide variety of skills and concerns, to EPIC's Parenting Education Program. Assist program manager with reporting requirements, data entry, evaluation forms, and other contract requirements, in addition to becoming an EPIC trained facilitator and facilitating parenting workshops. The ideal candidate must be competent working with diverse cultural and ethnic populations, comfortable working with at risk participants, including those with mental health diagnoses; work well in a team and independently; have great communication skills; be comfortable speaking to small groups and prior facilitation experience is desirable.

Education/Experience: BA in Social Work or Mental Health field required; LMSW, LCSW, MSW or LMHC preferred. Minimum one to three (1-3) years of experience in human services; may include unpaid work. Prevention Certification desirable (e.g. CPS, CPP, CASAC) if not a Licensed professional.

Job Requirements include a flexible schedule to include occasional evenings if needed, must have own transportation and a background check required. This position will be primarily in Niagara County, with some work hours in Erie County.

Salary: Starts at \$20,000 depending on degree, experience and number of hours.

EPIC is an Equal Opportunity Employer. **All responses must include a cover letter and resume and submitted via email to [hr@epicforchildren.org](mailto:hr@epicforchildren.org). Please note interest in Niagara County in cover letter. No phone calls please.**