



• It's who we are. It's what we do. •

Families Helping Families of Greater Baton Rouge (FHFGBR) is a non-profit resource center organized and directed by family members of individuals with disabilities. We support families whose members have physical, cognitive, mental, emotional, or behavioral disabilities. Our own experiences further our commitment to serve these families. We provide support to families living in East Baton Rouge, West Baton Rouge, East Feliciana, West Feliciana, Ascension, Pointe Coupee, and Iberville parishes.

Our mission is to provide the individualized services, information, resources, and support to positively enhance the independence, productivity, and integration of persons with disabilities into the community.

EMPLOYMENT OPPORTUNITY

Date posted: September 2, 2025

Pay: \$15.00 per hour

Job Description:

Families Helping Families of Greater Baton Rouge (FHFGBR) Region 2 is seeking an Outreach and Resource Specialist for Developmental Disabilities for immediate hire. Applicants should be enthusiastic, serious minded, and compassionate in serving the community of families of those with learning and other developmental disabilities.

Position Title: Outreach and Resource Specialist for Developmental Disabilities

ONE position available: Part-Time (25 hours per week) or Full-Time (40 hours per week) at \$15 per hour with some flexibility with start/ending time.

Reports to: Executive Director

Employee Benefits: After 1 year of employment: Accrued Paid Time Off (PTO), Simple IRA Employer Match, 10 days paid Holiday leave and 2 weeks paid vacation at the end of December.

Job Requirements:

- Strong interpersonal communication, organizational and collaboration skills
- Experienced with public speaking and training is desired
- Knowledgeable about the information and resource needs of persons with disabilities and their parents, including Autism Spectrum Disorders and IEPs.
- Experience providing training and guidance to parent/caregivers.
- Must have a positive attitude and offer innovative, creative, and constructive ideas.
- Professional, non-critical and respectful when speaking with diverse families, professionals, and co-workers
- Understand and agree with the mission and vision statements of FHFGBR and be supportive of the Leadership
- Understand and practice People First Language

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- Experienced in using Microsoft PowerPoint, Word, Publisher, and Outlook; data entry required.
- Must be able to work the full work schedule (with occasional evenings and weekends on flex time)
- Experience as a Parent or direct caregiver of a child or family member having a developmental disability are encouraged to apply
- Minimum BA or BS Degree; specialized experience, training, and or certifications are preferred.

To Apply: Please email cover letter and resume to director@fhfgbr.org