



Position Title	Department	Reports to
Family Engagement Coordinator	Client Services	DSS Programs Manager
Employment Status	Pay Rate	Location
1099 Contract Employee	\$ 22/hour	Hybrid

Beginning SC’s Mission

Beginnings SC provides expert knowledge and individualized planning strategies for parents, professionals, & communities to promote successful outcomes for children who are deaf or hard of hearing in South Carolina.

POSITION SCOPE

To support early hearing detection and intervention efforts by assisting the DSS Programs Manager with family follow-up for children who participate in hearing screenings provided by Beginnings SC, outreach to centers across the state, and providing hearing screenings.

The incumbent will work under the supervision of the DSS Programs Manager to expand program capacity, improve responsiveness to families, and support grant-funded program activities. The responsibilities outlined above will help reduce loss to follow up with families whose children refer in our screening program.

RESPONSIBILITIES

- Conduct follow-up communication with families of children who participate in hearing screenings provided by Beginnings SC throughout the entirety of the process
- Provide families with objective, family-centered resources and next-step information under supervision
- Support family engagement and follow through with children who need further evaluation
- Maintain accurate documentation and case notes in internal tracking systems
- Support data tracking and outcome documentation required for grant reporting
- Promote early identification of hearing loss through program support activities
- Collaborate with Beginnings SC staff to ensure timely, coordinated family support
- Perform occasional hearing screenings

QUALIFICATIONS

- Knowledge of hearing loss, language development, Early intervention, OR willingness and ability to learn about factors impacting D/HH children in the state
- Ability to be self-aware and provide unbiased information to support families across diverse backgrounds
- Ability to apply empathy and compassion when interacting with clients, co-workers, and the community at large.
- Strong organizational, communication, and follow-up skills
- Professional demeanor, adherence to the rules of confidentiality, and respect for clients and volunteers in line with the organization's Diversity, Inclusion and Belonging mission.
- Ability to use Google Drive and related Google applications
- Self-motivated with ability to work independently and manage multiple tasks

PREFERRED QUALIFICATIONS

- Personal experience as a parent of a child who is deaf or hard of hearing, or as an adult who is deaf or hard of hearing.
- Knowledge of Early Hearing Detection and Intervention.
- Bilingual communication skills a plus.

Travel

Limited travel may be required for this position and may include occasional hearing screenings, in-person meetings, workshops, or trainings.

Note : Mileage reimbursement is provided. Ability and means to travel on a flexible schedule as needed. Proof of liability and property damage insurance on the vehicle used is required.

Employment Details

Part-time, hourly position (estimating 6-10 hours per week), Grant-funded

Typical work hours may vary but would typically fall between the hours of 9-4

Beginnings SC is an Equal Opportunity Employer, drug free workplace, and complies with ADA regulations as applicable.

All applicants are considered for all positions without regard to race, religion, color, sex, gender, sexual orientation, pregnancy, age, national origin, ancestry, physical/mental disability, medical condition, military/veteran status, genetic information, marital status, ethnicity, other protected classification, in accordance with applicable federal, state, and local laws. By completing this application, you are seeking to join a team of hardworking professionals dedicated to consistently delivering outstanding service to our customers and contributing to the

financial success of the organization, its clients, and its employees. Equal access to programs, services, and employment is available to all qualified persons. Those applicants requiring accommodation to complete the application and/or interview process should contact a management representative.