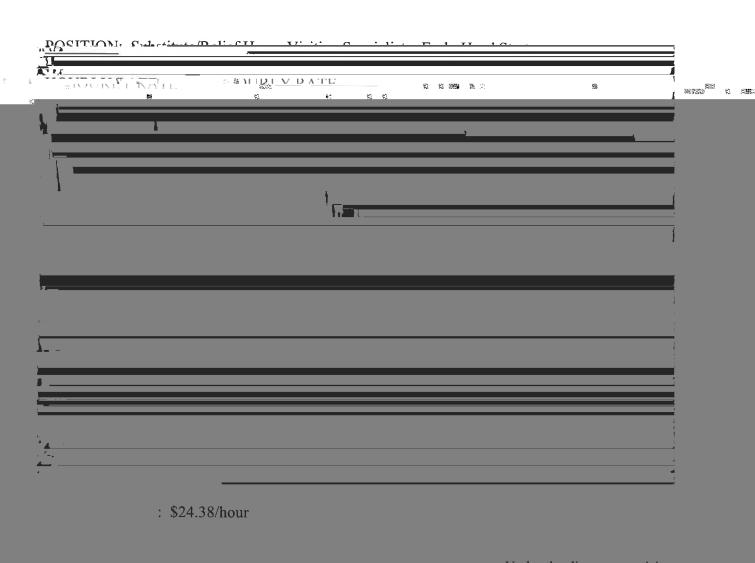
## SANTA CLARA COUNTY OFFICE OF EDUCATION



Under the direct supervision of Supervisor - Home Based Program – Early Head Start/Restricted, the Substitute/Relief Home Visiting Specialist – Early Head Start is responsible for providing child development and family support services to enhance the physical, social, emotional and intellectual development of participating children. The Substitute/Policif Home Visiting Consider First VIII 181

Provides modeling, observations and activities that the parent can duplicate in the home that encourages developmentally appropriate activities for the changing needs of young children.

In partnership with parents, presents activities for parent/child interactions, which reflect both HS and EHS mandated elements in a culturally sensitive manner.

Assists families in developing an educational transition plan for children turning three.

Maintains accurate electronic and hard copy records, including health information, assessments, IEP/IFSP documentation, screening, anecdotal observations and other required forms; ensures all child/family data is entered into the appropriate electronic record system.

Communicates regularly with other SCCOE staff and acts as an advocate for HS/EHS.

Completes and submits assurate and timely remarks	
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OTHER DUTIES:	
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Posses	SIO	n	ot:

A valid California driver's License.

A vehicle to conduct work.

A driving record which meets the County Office of Education's insurance requirements

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Anisha Munshi, Director – Human rces		
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