



MERCED COUNTY
COMMUNITY ACTION AGENCY
1235 W. Main Street, Merced, CA • (209) 723-4565 • FAX (209) 385-9934
MAILING ADDRESS: P.O. Box 2085, Merced, CA 95344-0085

Carole Roberds
Board Chairperson

Brenda Callahan-
Johnson
Executive Director

JOB DESCRIPTION

BREASTFEEDING PEER COUNSELOR (Part Time position) WOMEN, INFANTS & CHILDREN (WIC) NUTRITION & HEALTH PROGRAM

OVERVIEW:

Under supervision of the Lactation Coordinator, provides breastfeeding education, support and encouragement to pregnant and breastfeeding participants by telephone, video, individual sessions or group settings; maintain records, supplies and equipment including breast pumps. This is a non-exempt position.

ESSENTIAL FUNCTIONS

- Facilitate group prenatal education and breastfeeding support sessions on infant feeding in a variety of settings as assigned;
- Provide technical and emotional support to breast-feeding mothers in a variety of settings as assigned – services may be face to face in the office, or on-line video, or at the hospital, and over the phone;
- Refer mothers as needed to Lactation Consultant, Nutritionist, Physician, public health programs or social service agencies.
- Issue, and maintain accurate records for the loan of electric breast pumps;
- Maintain supplies and inventory of participant education/breastfeeding support supplies;
- Participate in staff meetings and trainings;
- Conduct program outreach activities as directed;
- Pick-up and deliver supplies from administration office to site;
- Travel to other sites as needed to provide assistance; attend meetings as required.

EDUCATION/CERTIFICATIONS:

Education

High School graduate or equivalent.

Knowledge and Abilities

Knowledge of modern office practices and procedures and computer literate; accurate maintenance of records; knowledge of WIC Program basics. Knowledge of breast-feeding benefits, and support. Knowledge of community resources and other social services. Ability to work independently and cooperatively with staff and clients; communicate effectively, both orally and in writing; Maintain strict confidentiality; commitment to excellent community service; bi-lingual in English and Spanish preferred.

DESIRED QUALIFICATIONS:

1. Has breastfed at least one baby.
2. Prior or current participation on the WIC Program.
3. Other work with mothers of infants, and with low-income and/or immigrant or migrant families preferred.

LICENSES AND OTHER REQUIREMENTS:

1. Valid California driver’s license and proof of minimum California vehicle insurance.
2. Ability to walk, stoop and squat as needed; be able to lift and carry in excess of 40 pounds on a regular basis and to sit and keyboard/and or write (fine hand manipulation) as much as 75 % of scheduled time.

DEI Statement of Intent:

At Community Action, we commit ourselves fully to the ongoing work of creating a more diverse, equitable, and inclusive community. We enthusiastically embrace the diversity of Customers, communities and employees and seek to do Whatever It Takes to create places where all people feel welcome, equal, heard, and valued. We stand against racial injustice and discrimination of all kinds, including any mistreatment of people based on their race, language, ethnic background, ability, religion, sexual orientation, gender identity, or gender expression. We will make all reasonable accommodations to our policies to be the most inclusive workplace possible. We acknowledge that this is a process and not a destination and will remain committed to regularly evaluate and redefine our Statement and our efforts to make progress.

SALARY RANGE: Breastfeeding Peer Counselor Range

62.4	17.18	18.04	18.95	19.89	20.89
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HOURS: Part Time 24 hours

12:00pm – 5:00pm Monday / Thursday / Friday

9:00am – 2:00pm Tuesday / Wednesday

LOCATION: Los Banos WIC office

APPLY AT: MCCA 1235 W. Main St, Merced

DEADLINE: Open Until Filled (NOTE: Post Marks will not be honored)

COPIES OF CERTIFICATIONS MUST BE SUBMITTED WITH APPLICATION

IT IS THE RESPONSIBILITY OF THE EMPLOYEE TO MAINTAIN THE REQUIRED KNOWLEDGE, ABILITY, AND CERTIFICATION FOR THIS POSITION.

THIS IS NOT A COUNTY POSITION