



Position Title: **Early Childhood Specialist**  
Location: **Essex County (Hybrid)**  
Reports to: **Director, EPPC/ECS**  
FLSA: **Full Time / Exempt**

---

Prevent Child Abuse - New Jersey (PCA-NJ) is the statewide leader in the prevention of child abuse and neglect and the promotion of healthy childhoods for all of New Jersey's children. The organization was incorporated in 1979 as the New Jersey chapter of Prevent Child Abuse America, the 9th Chapter to be established among a national network. Today, we exist as one of the largest chapters across the country and have become a recognized leader for prevention work in New Jersey.

#### **JOB SUMMARY:**

The Essex Pregnancy and Parenting Connection program of Prevent Child Abuse NJ (EPPC) is responsible for working with local partners and families with developmental concerns and/or child welfare involvement to ensure positive service linkages that improve outcomes for vulnerable families of infants and young children. EPPC is seeking an Early Childhood Specialist with a strong background in early childhood development and an understanding of the parent-child relationship.

#### **MAJOR RESPONSIBILITIES:**

- Work closely with Early Childhood Systems of Care programs to help link families to the most appropriate and available services;
- Provide developmental guidance and promote developmental screening (Ages and Stages Questionnaires) for families and make referrals as needed to services;
- Strengthen and align the local-level infrastructure to ensure coordination and collaboration in delivering effective community-based services for the infants, children, parents, and families identified through intake. Work collaboratively across NJ DCP&P and county-level Central Intake, and with community systems partners (including parents/families);
- Complete required documentation Submit monthly/quarterly progress reports addressing process and outcome indicators that will help determine strengths and areas needing improvement;
- Maintain confidentiality of client data;
- Participate in DCF quality improvement and evaluation activities;
- Represent EPPC during grant-related meetings and participate as a regular member of EPPC and PCA-NJ in agency activities;
- Assist with other early childhood activities and other duties as assigned by supervisor.

#### **QUALIFICATIONS:**

- Experience in maternal-child health (MCH), infant/early childhood mental health, parent/family support, and/or related fields and settings;
- Bachelor's degree required; Master's degree preferred;
- Strong interpersonal skills with the ability to develop trusting relationships with families and partners;

- Ability to translate complex MCH and early childhood concepts into parent-friendly language;
- Awareness of cultural diversity and its impact on planning and provision of services;
- Excellence in written and oral communication;
- Strong organizational skills and ability to problem-solve;
- Full understanding of the roles of core MCH and early childhood partners;
- Infant Mental Health Endorsed (IMH-E) or pursuing a plus;
- Bilingual candidates preferred.

**OTHER CONDITIONS:** Routine travel within Essex County and occasional travel within New Jersey will be necessary.

**TO APPLY:**

Please submit resume and cover letter to [resume@preventchildabusenj.org](mailto:resume@preventchildabusenj.org). Be sure to include "ECS" and your last name in the subject line.

Prevent Child Abuse New Jersey is committed to inclusive hiring and dedicated to diversity in its work and workplace culture. We provide equal opportunity and protection from discrimination for employees and applicants in all aspects of the employment relationship, without regard to race, color, national origin, sex, sexual orientation, gender identity or expression, marital status, military or veteran status, disability, age, religion or any other classification protected by law; and we strongly encourage candidates of all identities, experiences, orientations and communities to apply.