



## HOWARD COUNTY AUTISM SOCIETY

### ***FAMILY NAVIGATOR (Revised September 2021)***

The Howard County Autism Society seeks a contractual Family Navigator to play a broad role in supporting autistic children, youth and adults and their families. The ideal candidate will understand the characteristics and gifts that autistic individuals possess along with experience working with people with autism and/or disabilities and their families.

#### Role will include:

- Responding to individuals and families requesting resources and support in a timely manner
- Assisting families and adults process what the diagnosis means and connecting them to resources and services appropriate throughout the lifespan
- Connecting autistic individuals and their families most in need of basic resources (e.g., rental assistance, clothing, food, transportation, mental health, insurance, financial supports, domestic violence counseling.)
- Serving as a resource for HCAS support groups and providing leadership as necessary
- Identifying speakers or topics that could be addressed during support groups, workshops, speaker series, particularly as it relates to psychological and psychosocial well-being
- Connecting autistic individuals and families for mutual support through peers and mentors
- Maintaining and updating HCAS resource lists for HCAS staff to share with individuals and families and to post on the HCAS website
- Maintaining detailed notes on interactions with individuals and families within the HCAS system
- Tracking and reporting relevant data for grant reports to the Executive Director in a timely manner

#### **Required**

- Personal and/or professional connection to autism
- Bachelor's Degree in Social Work, Counseling, Psychology, or related field
- 3-5 years' experience (as social worker, counselor, program manager for behavioral health program, BCBA, etc.)
- If candidate does not already have a Certified Autism Specialist certificate, would be willing to participate in the training (HCAS will cover this expense)
- Demonstrate knowledge of service coordination, disability rights and the IEP process
- Demonstrate excellent customer service skills through written and verbal communication
- Strong organizational and time management skills
- Self-motivated and self-directed
- Basic computer skills

#### **Preferred**

- Master's Degree from a Council of Social Work Education (CSWE) accredited institution.
- Experience in a hospital, health organization, disability, and/or mental health care agency
- Certified Autism Specialist certificate
- Applicants bilingual in Spanish and English encouraged to apply

Average 10-15 hours/per week in consultation either in person, via phone or email. Send resume and cover letter by September 22, 2021, to Howard County Autism Society, [melissa.rosenberg@howard-autism.org](mailto:melissa.rosenberg@howard-autism.org) or mail 9770 Patuxent Woods Drive, Suite 308, Columbia, MD 21046.

*9770 Patuxent Woods Drive, Suite 308 . Columbia, MD 21046 . 410-290-3466 . [www.howard-autism.org](http://www.howard-autism.org)*