



Maternal Infant Health Outreach Worker Job Description

Nashville International Center for Empowerment (NICE), established in 2005, is a nonprofit 501(c)(3) community-based organization dedicated to ensuring refugees and immigrants achieve their full potential now and for generations to come.

Primary responsibilities are to provide mother-to-mother education, support, and information to economically disadvantaged pregnant women, mothers, and young children 0 to 3 years of age. Through monthly home visits and parenting groups, the outreach worker listens attentively to parent concerns, educates on nutrition, health and child development, models healthy habits and positive parenting skills, and links the client with medical and social services.

The Maternal Infant Health Outreach Worker reports to the Program Coordinator. This role may be offered in either a full-time or part-time capacity, allowing flexibility based on the needs of the program and the experience and availability of the selected candidate.

General Responsibilities:

- Recruits and enrolls families by conducting outreach at local community centers, events, and health fairs.
- Conducts monthly home visits to listen, provide support, education, information, and referrals.
- Prepares and delivers maternal and infant health education in accordance with grant outcomes to all enrolled clients/families.
- Supports data collection required by the state and MIHOW-VUSN.
- Serves as a role model for healthy lifestyles and positive parenting skills.
- Gathers and documents information on each family following enrollment and each home visit.
- Advocates on behalf of the family and builds relationships with medical, social service, and other community organizations.
- Helps families access community resources and connects them to other services and agencies.
- Participates in orientation and ongoing training to improve knowledge and skills in maternal and child health, child development, family life, and parenting.
- Maintains client confidentiality and complies with all program policies, documentation standards, and applicable privacy regulations.
- Maintains monthly home visits with enrolled families to provide support, monitor progress, and encourage continued engagement in services.
- Collaborates with supervisors and multidisciplinary partners to address family needs, discuss client progress, and support program goals.
- Completes required documentation, case notes, assessments, and data entry within established timelines and quality standards.
- Participates in regular supervision, case review meetings, and quality improvement



activities to ensure program fidelity and service excellence.

- Participates in regional training events.
- Additional duties as assigned.

Requirements:

- Is a parent with a non-violent, positive parenting experience.
- Has reliable transportation and possesses a valid driver's license.
- Has oral and written communication skills comparable to those of a high school graduate.
- Can attend the following: one week orientation, regional training sessions, annual conferences, and local trainings.
- Seeking candidates who are fluent in Swahili and/or Kinyarwanda

Salary & Benefits:

- **Job Type:** Full-time or Part-time (based on program needs and candidate qualifications).
- **Salary Range:** \$40,000-\$42,000 annually (\$19.23-\$20.19 per hour)

To Apply:

Send a cover letter, resume, and two professional references to careers@empowernashville.org. Applications without the requested information will not be considered. Qualified candidates will be contacted for an interview. No calls or emails.

APPLICATIONS WILL BE RECEIVED UNTIL THE POSITION IS FILLED.

Nashville International Center for Empowerment does not and shall not discriminate on the basis of race, ethnicity, color, religion (creed), gender, gender identity/expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include but are not limited to hiring and firing staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all staff members, clients, volunteers, subcontractors, and vendors.