

Fulmont Community Action Agency Job Description

JOB TITLE: Breastfeeding Peer Counselor
DEPARTMENT: WIC
REPORTS TO: WIC Program Director & Breastfeeding Coordinator
FLSA STATUS: Non-Exempt
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SUMMARY

A Breastfeeding Peer Counselor (BFPC) is a para-professional support person with a commitment to promote and support breastfeeding women and their families. The BFPC is supervised by the Breastfeeding Coordinator and/or the Peer Counselor Coordinator.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

Provide emotional support to mother and significant other through personal interaction.

Provide the mother with suggestions on aspects of normal breastfeeding.

Provide anticipatory guidance to reduce the occurrence of problems.

Provide information on the effect of food, medication, and home remedies on lactation within guidelines addressed in training.

Understanding how the cultural attitudes and practices of the community impact on breastfeeding.

Assist in breastfeeding classes/support groups.

Be able to demonstrate or discuss the following:

- Various positioning techniques for mother and baby.
- Increasing or decreasing breast milk supply, including proportion of foremilk/hindmilk.
- Manual expression of breast milk.
- Safe and effective collection and storage of breast milk.

Obtain verbal permission from the mother prior to beginning interactions, particularly if touching the baby.

Keep accurate records, document breastfeeding contacts, attempts and referrals within NYWIC system.

Identify the need for referral to the Breastfeeding Coordinator.

Assist in recruiting candidates for peer counselor training.

Attend regular peer counselor meetings.

Perform related tasks as directed by Supervisor.

Adheres to all agency safety policies, as well as any State, Federal, or other applicable regulations.

Other duties may be assigned.

LIMITATIONS OF THE PEER COUNSELOR

The BFPC will NOT provide specific medical or nutritional advice.

The BFPC will NOT work unsupervised.

Home visits are not allowed. Contact with prenatal and postpartum mothers is best accomplished at clinic or check pick up sites or by phone.

Any hospital visits must be approved and supervised by the WIC Breastfeeding Coordinator who will facilitate visits with the hospital administration.

SUPERVISORY RESPONSIBILITIES

None.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

High school diploma or GED preferred. Strong communication skills.

LANGUAGE SKILLS

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of the Board, grantees, clients, and the community.

MATHEMATICAL SKILLS

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, and percentages. Ability to prepare and control program budget.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATIONS

Current and valid driver's license.

OTHER SKILLS AND ABILITIES

Ability to utilize computer, telephone, scales and breast pumps.

PHYSICAL DEMANDS

The employee must possess the physical ability to perform the essential functions of this job. Individual must be able to lift 40 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to sit, talk, and hear. The employee is occasionally required to stand, walk, and reach with hands and arms.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually quiet.

SIGNATURE AUTHORITY

Specific Forms, Referrals, Release notices and Reports.