

# VACANCY ANNOUNCEMENT



MARINE CORPS BASE HAWAII  
 MCCS Personnel Office  
[www.mccshawaii.com](http://www.mccshawaii.com)  
 Box 63073 MCBH, Kaneohe Bay, HI 96863-3073  
 Fax 808-254-4888

\*\*\*\*AMENDED 02/16/2012

<b>POSITION:</b>	<b>NEW PARENT SUPPORT PROGRAM – HOME VISITOR (2 POSITIONS)</b>		
<b>SALARY:</b>	\$49,000 - \$54,000 per annum (Salary commensurate w/exp)	<b>SERIES NUMBER:</b>	NF-0101-04
<b>ANNOUNCEMENT #:</b>	0051-12	<b>OPEN DATE:</b>	02/13/2012
<b>LOCATION:</b>	NEW PARENT SUPPORT PROGRAM	<b>CLOSING DATE:</b>	02/29/2012
<b>AREA OF CONSIDERATION:</b>	All Sources	<b>HOURS: Monday through Friday 8:00 am to 4:30 pm</b> **Hours subject to change based on business requirements**	
<input checked="" type="checkbox"/> Background Check Required and/or Investigative Consumer Report	<input checked="" type="checkbox"/> Salary includes COLA (Subject to change)	<input checked="" type="checkbox"/> Valid Driver's License Required	
<input type="checkbox"/> Minimum Age Requirement 18	<input checked="" type="checkbox"/> Minimum Age 21 Required	<input checked="" type="checkbox"/> Resume/Cover Letter Required	
<input type="checkbox"/> Pre-Employment Drug Test	<input checked="" type="checkbox"/> Health Card Required	<input checked="" type="checkbox"/> RFT <input type="checkbox"/> RPT <input type="checkbox"/> FLEX	

**DUTIES:** Performs support services via home visits and in a classroom setting designed to provide psychological and educational support and counseling to new parents to include providing education in: positive parenting skills, promoting a healthy pregnancy, promoting positive parent-child attachment behaviors, recognizing newborn infant cues/behaviors, and promoting effective couples communication to promote healthy relationships and prevent family violence. Provides information and education on the use of available services and refers parents to appropriate military and civilian agencies for assistance and support for: assessment of at risk behaviors; enhancing the parents' role in parenting a newborn/child; and role modeling and mentoring. Performs other related duties as assigned.

**QUALIFICATION REQUIREMENTS:** A Masters degree in social work, behavioral or social science or related discipline. Shall have a current, valid, unrestricted clinical license to practice social work or marriage and family therapy or Licensed Professional Counselor, independently, and at least 2 years of direct experience in child abuse and/or domestic abuse, or maternal and/or child health OR Registered Nurses with a bachelor's degree in nursing who provide nursing services as part of the NPSP shall have a current nonrestrictive U.S. nursing license to practice nursing; at least 2 years of direct experience in child abuse and/or domestic abuse, maternal and/or child health, community health, or mental health; and shall be supervised by an independent clinician. Knowledge of the military organizational mission, lifestyle, and situation that contributes to family stress, problems, and crisis situations. Familiarity with and skill to follow Department of Defense Instructions, Secretary of the Navy Instructions, Marine Corps Orders, federal and state human services laws and procedures. Skill to develop and maintain contacts to establish effective relationships with military leaders, civilian employees and managers, and professional points of contact in the related field to exchange information, coordinate services, discuss program problems, develop solutions, and resolve client problems. Possess a valid driver's license to conduct home visits. Successfully complete a criminal history background check every five years.

**FILING INSTRUCTIONS:** Submit a Resume, Cover Letter and a completed MCCS employment application for the position listed above to the NAF Human Resources Office. An application may be obtained by visiting our website at [www.mccshawaii.com](http://www.mccshawaii.com). Deliver required documents to Bldg. 219 MCBH, fax to (808)-254-4888 or mail to NAF Human Resources Office, Box 63073 MCBH, Kaneohe Bay, HI 96863-3073 or via email at [mccshawaiiapps@usmc-mccs.org](mailto:mccshawaiiapps@usmc-mccs.org). Failure to address these requirements will preclude consideration. Civil Service applicants should note portability of Civil Service benefits applies.

**APPLICATIONS MUST BE RECEIVED BY 4:30 PM H.S.T. ON THE CLOSING DATE TO BE CONSIDERED.**

**SPOUSE PREFERENCE:** Spouses of relocating active duty military members applying through the Spouse Preference Program must submit a written request/statement (*may be obtained from the MCCS Human Resources Office*) or at [http://www.mccshawaii.com/jobs\\_listings.shtml](http://www.mccshawaii.com/jobs_listings.shtml). A copy of sponsor's Permanent Change of Station (PCS) orders must also be included.

**CONDITIONS OF EMPLOYMENT:** The U.S. Department of Homeland Security requires a mandatory national agency background check for all NAF employees, which is a condition of employment with MCCS Hawaii. In addition, direct deposit is also a mandatory requirement for employment. **EQUAL EMPLOYMENT OPPORTUNITY:** MCCS does not discriminate against race, color, national origin, age, sex, religion, physical or mental disability or reprisal. MCCS provides reasonable accommodations to applicants with disabilities. If you need reasonable accommodation for any part of our application and hiring process, please notify NAF Personnel Office representative. For more information, please refer to <http://www.eeoc.gov> and <http://www.osc.gov> or contact the Personnel Office. **DFWP:** This activity is a Drug-free workplace. The use of illegal drugs by NAF employees, whether on or off duty, cannot and will not be tolerated. Federal employees have a right to a safe and secure workplace, and Marines, sailors, and their family members have a right to a reliable and productive Federal workforce.