

# Job Opening

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**Parent Network of WNY has an opening for a Part-Time 1-on-1 Support Specialist specializing in assisting families impacted by disabilities. A strong background in mental health services is preferred.**

**Job duties:**

Provide support and information to families and professionals with concerns about specific disabilities, special education navigation, behavior, or community resources. Requested information is provided via phone, email, or in person. In addition, the Specialist will complete required documentation, including daily computer entries.

It is essential that the candidate be a good listener, be able to work well with people, have comprehensive knowledge of community services and special education, and be able to share accurate and meaningful information. The ideal candidate will be able to effectively collaborate with schools and community organizations throughout WNY.

**Qualifications:**

Bachelor's degree (BA/BS) in education or related discipline required a minimum of 4 years related experience, or an appropriate combination of education, human service/training, knowledge of mental health services and specific discipline-related experience. It is preferred that the candidate be the parent of an individual with special needs or be a recipient of services themselves. Preference will be given to a bilingual candidate who is proficient in Spanish.

**If you are interested in applying please send resume to [info@parentnetworkwny.org](mailto:info@parentnetworkwny.org)**