

### Job Description

<b>Job Title</b>	Grief Navigator, Pediatrics, Full- or Part-Time	<b>FLSA Status</b>	Exempt
<b>Reports To</b>	Director, Missing Pieces	<b>Supervisor Role</b>	No
<b>Department</b>	Pediatrics	<b>Effective Date</b>	

### Summary of Position

As an integral part of this team, the Grief Navigator works in an innovative program that supports grieving families following a pediatric death and joins our mission to advance bereavement care. The Grief Navigator provides phone support to families impacted by a pediatric death through assessment, support and resource identification. The Grief Navigator also assists with coordination of services across the continuum of care and leads community education and professional networking with healthcare systems, community organizations, schools, faith communities, grief specialists and other organizations impacted by illness and loss. HAP Foundation Grief Navigators are committed to advancing grief-informed care through education, advocacy, research, program development and direct outreach within an identified geographic area, community, and sub-specialty of grief services (i.e. perinatal loss, traumatic or sudden death) to complete the Missing Pieces matrix that strives to provide community-based care with cultural humility.

### Essential Duties and Responsibilities

- Conducts phone outreach to perform comprehensive assessment including social, cultural, environmental, financial, and mental health needs in addition to grief needs.
- Recommends a plan of care based on family's unique needs, preferences and goals that include bereavement support and social services.
- Understands and integrates knowledge of trauma-informed care and grief-informed care, human development, and family systems.
- Demonstrates and applies knowledge of diverse cultural and spiritual values and customs related to illness, death, and bereavement.
- Demonstrates knowledge of community resources and acts as an advocate on behalf of the family who may require assistance to gain access to needed information, resources, or services.
- Assists in outreach and collaboration with community groups to strengthen and expand pediatric grief resources.
- Develops education curricula and delivers programs to address existing and emerging topics in pediatric bereavement.
- Documents client interactions in a thorough and timely manner in accordance with professional standards.
- Ability to work independently and collaborate as a member of the team and organization.
- Serves as resource for HAP Foundation and community partners, including issues, education, and current trends in bereavement care following pediatric death.
- Represents the Foundation at community outreach and fundraising events.
- Other duties may be assigned or required for the performance of this position.

## Job Description

### Skills and Abilities

- Excellent interpersonal, written, and verbal communication skills with the ability to communicate effectively with internal and external stakeholders
- Organization, project planning and problem-solving skills
- Supportive and collaborative attitude
- Spanish-speaking a plus

### Education, Experience & Certifications

- Requires knowledge of human development and the psychosocial issues surrounding illness and loss and its effects on families normally acquired through the completion of a master's degree in human services or related field of study.
- Master's degree in social work, art therapy, music therapy, counseling, divinity, or education preferred.
- Crisis intervention skill and experience helpful.
- Clinical experience in grief and bereavement care
- Training in grief education and counseling
- A minimum of five years of experience in counseling or social services
- Valid driver's license and auto insurance required

### Work Environment and Physical Requirements

- Operates in a professional office environment and routinely uses standard office equipment
- Occasional travel to off-site meetings and other work locations
- Frequent standing, walking, bending, crouching, and reaching with hands and arms
- Occasional lifting and moving up to 20 pounds

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice. Employee signature below constitutes the employee's understanding of the requirements, essential functions, and duties of the position.

**Employee Signature**

**Date**

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**EEO Statement:** The HAP Foundation provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.