



Suggested Home Visitor Minimum Knowledge and Skills Checklist

The Alberta Home Visitation Network Association has compiled the following Home Visitor Minimum Knowledge and Skills checklist. This list is not exhaustive nor is it intended to be prescriptive. The Home Visitor Minimum Knowledge and Skills checklist may be modified to suit the specific needs of your organization.

The Home visitor's role is to provide family support services to families with children 0-6 years of age. This position requires that the home visitor is philosophically aligned with a strength based service delivery program working with children and their families.

The purpose of the checklist is to assist human service organizations with interviewing *prospective* staff and assessing the professional development and training needs of *existing* staff.

The competencies identified below are meant to provide examples of typical competencies required of supervisors. Each human service organization will need to refine a unique set of home visitor competencies that reflect the organizational culture and role requirements.

INTERPERSONAL ATTRIBUTES	ASSET
Compassionate	
Commitment	
Self Aware	
Independent	
Non-judgmental	
Respectful	
Strength-based	

QUALIFICATIONS OR CRITERIA RECOMMENDATIONS	ASSET	NEEDS TO DEVELOP
<i>Prerequisite</i>		
Degree or diploma in human services or equivalency		
Criminal record check		
Child intervention check		
Valid drivers license		
First aid & CPR certification		
Other:		
Suicide intervention training		
Non-violent and crisis intervention training		
<i>Knowledge and Comprehension of</i>		
Bonding and attachment		
Parent/child interactions		
Parent child interaction		

Healthy child development		
At-risk circumstances on families i.e. poverty, mental health, food security, domestic violence, substance use FASD		
Barriers and challenges families face		
Family dynamics and interactions		
Impact of poverty on families		
Literacy		
Non-violent behaviour/strategies		
Cultural diversity		
Community resources		
Other:		

SUPERVISORY SKILLS	ASSET	NEEDS TO DEVELOP
<i>Administration</i>		
Documentation		
Organization		
Time Management		
Computer Competent		
<i>Leadership/Mentorship</i>		
Works independently		
Assesses gaps in services		
Advocates for clients and self		
Makes referrals		
Motivates and supports		
Makes decisions		
Networks with community agencies/resources		
Facilitates group work		

<i>Helping</i>		
Uses reflective practice		
Develops and maintains long term relationships with families.		
Engages hard to reach families (from a strength based perspective)		
Approaches families from a holistic model		
Uses strength based intervention strategies with families		
Demonstrates skills in cultural competency		
Problem solves creatively		
Applies special needs intervention skills		

<i>Relationship Building</i>		
Listens reflectively		
Speaks for self		
Manages interpersonal dynamics		
Takes direction		
Demonstrates observational skills		
Participates respectfully in multidisciplinary teams		
Maintains healthy boundaries in relationships		