



Santa Clara County  Office of Education

Dora Arias & Lilia Vega Family Advocate Reference Guide

Champions for Leadership
June 3, 2014

This is what the work is about



Head Start Family Advocate

- ❖ To advocate for children and families
- ❖ To conduct outreach, recruitment and enrollment activities
- ❖ To provide case management and social services support
- ❖ To perform health and nutrition assessments
- ❖ To maintain records



Professional Development Goals

- ❖ Learn from SCCOE /CFL Leadership
- ❖ Grow professionally through mentor/mentee relationship
- ❖ Improve organizational skills
- ❖ Assist in providing services to families



Key Learnings

Lilia Vega

- ❖ Effective Communication
- ❖ Brainstorming
- ❖ Collaboration
- ❖ Project Development
- ❖ Developing Timelines
- ❖ Mentor/Mentee Relationships



Key Learning

Dora Arias

- ❖ Professional Growth
- ❖ Leadership Skills
- ❖ Time Management
- ❖ Management Support
- ❖ Professional Connections
- ❖ Knowledge is Power

Family Advocate Reference Guide

- ❖ Includes agency contact information
- ❖ Provides a list of Head Start Parent Meeting presenters available for all mandated topics
- ❖ Lists all Head Start calendars

FEDERAL MANDATES

30 day

45 day

90 day



Example of Guide

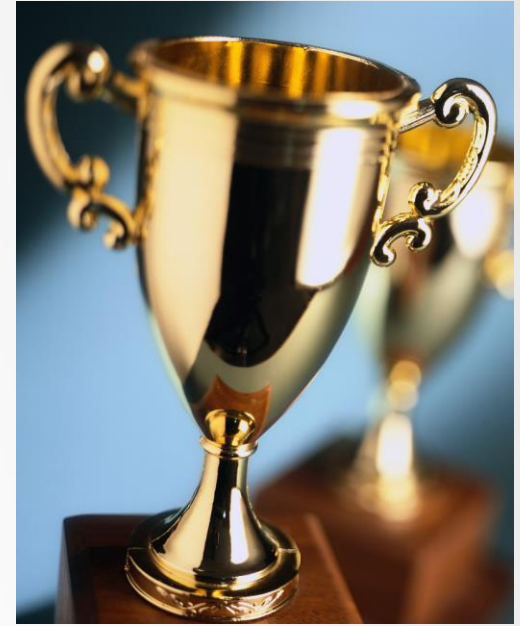


Steps for using Reference Guide

- ❖ Table of Contents / easy reference
- ❖ Easy access to community resources
- ❖ Parent Meeting Mandated Topics /presenter contact information
- ❖ Timelines, Calendars, Mandates

Accomplishments / Successes

- ❖ Collaborated with Mentor
- ❖ Created FA Reference Guide
- ❖ Took more initiative
- ❖ Time Management
- ❖ Developed Confidence



Thank You

- ❖ Mentors

Dr. Angelica Ramsey

Dr. Frank Wells

- ❖ Pamela De Jesus

- ❖ Family Advocates

- ❖ Kathy Sealana

Champions for Leadership

- ❖ Delma Davis



THE END

