



Healthy Families New York

Workforce Core Competencies

Companion Guide

Vision

New York’s Healthy Families workforce serving families prenatally through age five will be prepared to promote and support optimal development of infants, young children, and their families. New York families will receive culturally competent, linguistically appropriate, and relationship-focused home visiting services provided by a workforce that demonstrates a common set of core competencies.

What are workforce competencies?

The Healthy Families New York Healthy Families workforce competencies are a set of knowledge, and skills that reflect best practice for professionals in the field. They include competencies for home visitors and Supervisors.

Workforce competencies are expectations for what the workforce should know (knowledge) and be able to do (skills) in their roles working with families. The Healthy Families New York competencies are organized under domains. These domains encompass the major areas where home visitors and Supervisors need to have knowledge and skills.

The competencies listed under each content area are not intended to be an exhaustive list; rather, they provide general guidance for best practice in working with families within the Healthy Families America framework.

The New York State Home Visiting Core Competencies support and are aligned with the New York State Infant Mental Health competencies, Core Body of Knowledge for Early Childhood Educators, and were developed using both a trauma informed and diversity, equity, and inclusion (DEI) lens.

Why are competencies needed?

Workforce Competencies create a common thread of professional expectations across the myriad Healthy Families New York programs across the state.

Competencies were established to provide a framework and a common language for workforce development planning that supports state, local, agency and individual workforce development. The Healthy Families New York workforce competencies are intended to be used as a tool by Program Managers, Supervisors, and home visitors in guiding hiring, new employee orientation and training, longer term professional development planning, and conducting ongoing self-assessments.

How were the competencies developed?

The Healthy Families New York Workforce Competencies were developed based on a multi-year process which included gathering information on best-practices in home visiting, talking with representatives from other multi-site systems, collaborative meetings with members of Central Administration, and reviewing and vetting by a number of HFNY programs. This process is iterative, and future versions can be expected based on changes at both the national, state, and local levels.

Suggested Uses

While the competencies can be used for many different purposes and goals, they were created with the following in mind:

Hiring

The competencies can be used to create job descriptions, interview questions, application rubrics, and other important hiring guides. While not every candidate will be expected to have knowledge and skill in every area, the framework can

help Program Managers and Supervisors standardize the knowledge and skill they are looking for in qualified candidates.

New Employee Orientation

The competencies can be used as a starting point for new employees to become familiar with their new role. It may be helpful for a Program Manager, Supervisor, or colleague to sit down with a new staff member to review the knowledge and skills an experienced employee is expected to possess. While no new employee comes into a program having all the knowledge and skills on the list, it can help start a discussion between the supervisor and new employee where initial onboarding, orientation, and training activities should focus.

Professional Development Planning

The workforce competency framework can help Home Visitors, Supervisors, and Program Managers identify where ongoing support and training are needed to build individual knowledge and skills. See [Further Resources](#) for helpful information and training materials for each competency.

Self-Assessment

A self-assessment tool has been developed to allow Family Support Specialists, Family Resource Specialists, and Supervisors to better understand their own knowledge and skills as it relates to their position. The tool can help Program Managers and Supervisors better understand where their new employee is beginning and set priorities for training and professional development during the first six months of employment.

Further Resources

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| Competency | Resources |
| General HFA Practices | https://www.healthyfamiliesnewyork.org/Staff/HFNYupdatedpolicies.htm https://www.healthyfamiliesnewyork.org/Staff/training.htm FSS & FRS CORE Trainings |
| Documentation | https://www.healthyfamiliesnewyork.org/Staff/HFNYupdatedpolicies.htm https://www.healthyfamiliesnewyork.org/Staff/reporting.htm |
| Screening and Assessment | https://www.healthyfamiliesnewyork.org/Staff/HFNYupdatedpolicies.htm https://www.youtube.com/watch?v=bpTOTrFTk5E FSS & FRS CORE Trainings |
| Prenatal Health and Development | https://www.healthyfamiliesamerica.org/network-resources/ https://institutefsp.org/ FSS & FRS CORE Trainings |
| Infant Mental Health | https://www.nysaimh.org/ |
| Infant and Child Development | https://institutefsp.org/ https://www.healthyfamiliesamerica.org/network-resources/interim-wraparound-plan/ https://www.healthyfamiliesnewyork.org/Staff/training.htm |
| Parent and Child Interaction | https://institutefsp.org/ |
| Parent/Adult Functioning | https://institutefsp.org/ https://www.healthyfamiliesamerica.org/network-resources/interim-wraparound-plan/ https://tol397.wixsite.com/transferoflearning List of Training HFNY Training Resources: https://www.healthyfamiliesnewyork.org/Staff/training.htm |
| Family Functioning | https://institutefsp.org/ https://www.healthyfamiliesamerica.org/network-resources/interim-wraparound-plan/ https://tol397.wixsite.com/transferoflearning List of Training HFNY Training Resources: https://www.healthyfamiliesnewyork.org/Staff/training.htm |
| Community Supports | List of Training HFNY Training Resources: https://www.healthyfamiliesnewyork.org/Staff/training.htm |
| General Professional Practice | List of Training HFNY Training Resources: https://www.healthyfamiliesnewyork.org/Staff/training.htm FSS & FRS CORE Trainings |
| Cultural Humility | https://tol397.wixsite.com/transferoflearning FSS & FRS CORE Trainings |
| Self-Care | https://tol397.wixsite.com/transferoflearning FSS & FRS CORE Trainings |