Join our team! Compass Perinatal Family & Community Support is hiring a Professional Development Mentor!

Part-Time | 0.15 FTE | Grant-Funded

Professional Development Mentor

Position Overview

The Professional Development Mentor provides professional development mentorship, job shadowing, and technical support to newly trained Traditional Health Worker (THW) Doulas participating in **Compass ROSE (Rural Outreach Support & Education)**. This position prepares doulas for successful professional practice by strengthening skills in healthcare system navigation, documentation, professional standards, care coordination, and sustainable doula practice.

Funded through the Oregon Health Authority Rural Health Transformation Program (RHTP) Catalyst Award, this grant-funded position works closely with the Workforce Readiness Program Coordinator to provide structured workforce readiness support and experiential learning opportunities that build doula confidence, employment readiness, and long-term workforce retention.

This role supports the development of a skilled, sustainable rural doula workforce by helping newly trained doulas build the practical skills, professional confidence, and community connections needed to serve families effectively through Compass ROSE.

Essential Responsibilities

Workforce Readiness & Professional Development

- Provide individualized mentorship to support doulas transitioning from training into professional practice.
- Coach doulas on documentation, professional boundaries, communication, ethical practice, and client management.

- Support the development of skills needed to work effectively within healthcare and community systems.

Practice Operations & Technical Support

- Support doulas in developing organizational systems for sustainable practice.
- Provide guidance on documentation workflows, billing readiness, HIPAA compliance, and professional expectations.
- Participate in case consultation and problem-solving related to client support and care coordination.
- Share tools and resources that strengthen professional practice readiness.

Parent Support Groups & Peer Learning

- Provide coverage and co-facilitate one perinatal community parent support group per month, as needed, alongside newly trained doulas.
- Support emerging doulas in applying professional skills in community settings.
- Reinforce communication, facilitation, and leadership skills through group-based learning.

Program Collaboration

- Collaborate with the Doula Mentorship Program Coordinator and Workforce Readiness Program Coordinator to support participant learning goals.
- Document mentorship activities and participant progress.
- Provide feedback on workforce readiness needs and opportunities for program improvement.

Qualifications

- Certified Traditional Health Worker (THW) Doula preferred.
- Minimum of two years of experience providing doula services or related maternal-child health support.
- Experience mentoring, supervising, teaching, or coaching adult learners preferred.
- Strong interpersonal and communication skills.
- Commitment to culturally responsive, trauma-informed, and equity-centered care.
- Strong understanding of HIPAA compliance in healthcare and doula practice.
- Ability to collaborate effectively within a multidisciplinary team.

Certifications, Licenses & Other Requirements

- Experience responding to doula client inquiries and providing case management strongly preferred.

- Strong knowledge of and ability to use Doulado or similar HIPAA-compliant case management software strongly preferred.
- Traditional Health Worker (THW) certification preferred.
- Current Oregon driver's license, reliable transportation, and willingness to travel throughout Marion and Polk Counties.
- Ability to work occasional evenings and weekends to accommodate mentorship activities.

Compensation & Position Details

- **Employment status:** Part-time, 0.15 FTE; grant-funded.
- **Hourly rate:** $29.69 per hour.
- **Anticipated time commitment:** Approximately 24 hours per month, including individualized doula mentorship, group facilitation, participant support, and program collaboration.
- **Funding period:** November 1, 2026, through September 30, 2028, contingent upon continued grant funding.

How to Apply

To apply, visit www.compassperinatal.com/jobs, complete the online job application, and submit your resume.

Application Deadline: October 23, 2026.

Questions? Contact us at compassperinatal@gmail.com

Learn more about Compass Perinatal Family & Community Support - visit www.compassperinatal.com