



Baby Café IBCLC Facilitator Position- Tiers II, III Baby Cafe

Time:

- a- 4 Hr/month
- or
- b- 1 Hr/week

Venue:

- a- 2 x/ month, café meeting
- or
- b- Weekly phone Call to the CLC/Peer Counselor Team that is present at the Café meetings

Job Description:

Café logistics

The IBCLC will read thoroughly the Baby Café Toolkit, and be familiar with the guidelines for running a Baby Café. She will also be familiar with using the resource bank in the Baby Café USA website, and will receive/respond to communications coming from Baby Café USA. The IBCLC will attend a Baby Café training, and be familiar with the standards the Café follows.

Café Implementation

The IBCLC will attend Café meetings she is scheduled for, and facilitate the discussion and troubleshooting of issues the mothers present with. This may include assisting with latch, doing a pre/post feed weigh assessment, observing the mother/baby for abnormalities that may affect breastfeeding, advising mother regarding increasing milk supply/pumping, and making referrals to other specialists.

The IBCLC will be responsible for overseeing the Café team that runs the Café. If not in attendance at any given café meeting, within a day of the Café meeting, the IBCLC and CLC/PC will communicate, via phone or in person, regarding the mothers attending the Café. They will discuss the advice and care that was delivered to the attending mothers by the CLC/PC, and reflect together about future care and needs of attending breastfeeding mothers.

Referrals-If the CLC/PC feels that a certain mother/baby requires more in-depth assistance or a referral, the IBCLC will assist in the scheduling of an appointment for the mother at a designated out-patient lactation center, or with a private IBCLC, ideally within the next 24hrs. The IBCLC will follow-up with whoever saw the mother, to see that the issue was resolved.

The IBCLC will assist the CLC/PC in assessing needs and supplies for the Café, and troubleshoot issues that might arise with snacks, drinks, and supplies. The IBCLC should make at least one site





visit to become familiar with the layout of the Café, and if it moves to a new site, the IBCLC will assess the new site.

Statistical Data

1 x/ month- The IBCLC will receive the paper copies of statistical data gathered at the Café by the CLC/PC and will log it into the computer Excel spreadsheet. That data will be forwarded to the appropriate contact for Baby Café USA and/or grant requirements. When appropriate, the IBCLC will coordinate any call-back surveys needing to be implemented for statistical gathering. The IBCLC will fill out the annual survey monkey sent via email from the Baby Café organization.

Baby Café Outreach and Marketing

The IBCLC will be alert for opportunities to promote the Baby Café in the professional and lay communities, and will support the Café Team in efforts to increase the numbers of women served by the Café. This may include assisting to design publicity materials using the Café logo appropriately, and dialoguing with the administration of any related organization in outreach efforts. The IBCLC will be willing to assist with the development of any necessary press releases, and will be a willing member of the team organizing the Grand Opening.

Baby Cafés are encouraged to serve as educational opportunities for training peer counselors and expanding the basic knowledge of breastfeeding professionals. Anyone considering volunteering with Baby Cafes must apply through any associated volunteer office, and comply with the requirements. The team may be able to utilize volunteers who are training to be LCs and need hours for the certification process. The IBCLC will assist the team to reach out to other PC/CLC/ WICs in the area.

