

Employment Opportunity

Position Title: MSW Social Work Supervisor
Division: Memory Support Services
Reports to: VP, Memory Support Services
Status: Full Time Exempt; or Part-Time; Hybrid

General Summary:

The **MSW Social Work Supervisor** is part of a team that provides education, information, assistance, and support by telephone, e-mail, and in-person to individuals and families impacted by Alzheimer's disease and other forms of dementia. This includes general information and education about Alzheimer's disease and related dementias, care planning while working in collaboration with community service providers. Specific duties involve providing direct services as well as overseeing and managing projects and programs assigned and supervision of graduate social work student interns.

Overview: Founded in 1982, Alzheimer's Orange County is an independent, community based 501 c 3 non-profit organization serving vulnerable older adults in Orange County who are experiencing cognitive decline and their family care-partners. We are looking for mission driven, compassionate, and skilled employees who seek to make a difference in the lives of those with cognitive loss. We highly value life-work balance and offer an extensive benefits program which includes health, dental, vision, life, disability and long-term care insurance, flexible spending accounts and a 403(B) plan for eligible employees. We offer a hybrid flexible work arrangement where staff are eligible for a combination of in-office and remote work.

Essential Job Functions:

- Demonstrates knowledge, sensitivity, and empathy regarding Alzheimer's issues
- Provides counseling, support, information, care planning and linkage to community resources to individuals and families impacted by dementia
- Facilitates community based LTSS, planning and decision-making, and accessing needed services.
- Connects information seekers to services that prevent institutionalization
- Maintains appropriate social work and agency ethical standards of practice for client communication, documentation and confidentiality, following policy and procedures of the profession and agency.
- Serves as a Field Instructor providing individual and group clinical supervision to graduate social work student interns per GSWEC guidelines
- Participates in the development, adherence and achievement of goals and objectives consistent with the agency strategic plan in collaboration with other key staff
- Collects, tracks and reports data, monitors outcomes and outputs, and evaluates quality of efficiency of projects and programs assigned

- Represents AlzOC at community meetings and events and collaborate with other providers in the aging services network
- Works collaboratively with AlzOC Outreach and Public Policy and Development Departments
- Other duties as assigned.

Minimum Requirements:

- Master's degree in social work
- Significant understanding of Alzheimer's disease and related disorders and impact on individuals and families
- Two years' post MSW experience in providing social work services to older adults including those with cognitive impairments
- Experience in in-home service delivery, program development, and supervision of graduate social work student interns preferred
- Excellent leadership, initiative, integrity, customer service and motivational skills
- Effective time management and organizational skills required
- Ability to represent Alzheimer's Orange County in a professional manner
- Proficient in the use of a personal computer and Microsoft Office applications
- Ability to travel as needed to perform job duties
- Ability to work occasional evenings and weekends

The job profile in no way states or implies that these are the only duties to be performed by the jobholder. The employee will be required to follow instructions and perform other duties as requested by his/her supervisor or manager. This is not meant to be an exhaustive list of job duties. Essential elements may change when necessary.

Alzheimer's Orange County is an equal employment opportunity employer and strives to comply with all applicable laws prohibiting discrimination based on race, color, creed, sex, age, national origin or ancestry, physical or mental disability, veteran status, marital status, medical condition, sexual orientation (gender identification), as well as any other category protected by federal, state, or local laws.

To apply: all applicants MUST submit a cover letter and resume to be considered for this position. Please send all documents to alzoc.hr@gmail.com.