Healthy Aging Center
ACACIA

Position Title: Social Worker, MSW (bilingual in English & Spanish)
Division: Healthy Aging Center: Acacia
Reports to: Program Director, Health Care Services
Status: Full time, Non-exempt
Pay Range: $25/hour - $28/hour DOE

General Summary:
Reporting to the Supervisor, assists with the supervision and provision of services to participants enrolled in the agency adult day health care (CBAS/ADHC) program.

The Social Worker provides a wide array of social services to participants enrolled in Adult Day Care, Adult Day Health Care and Community Based Adult Services. Provides support services to family caregivers.

Essential Job Functions:

- Interview and screen referrals to determine appropriateness of prospective participants for agency services, including home visits as required
- Record, sign & date daily documentation of all services provided
- Record and sign, quarterly progress notes within participant's health record
- Provide counseling and support groups to participants, families and community-at-large
- Provide initial and ongoing assessments for development and development of participant individual Care Plans
- Serve as a liaison between participant, agency and other community agencies providing service to the participant in an effort to coordinate services and meet participant needs
- Assist in the management of the Child and Adult Care Food Program by certifying and maintaining current eligibility applications, and collecting racial/ethnic data on each participant
- Provide discharge planning for participants
- Work in cooperation with Health Care Staff, Activities Staff and Consultants to ensure that the therapeutic continuum of care is implemented effectively
- Network with other agencies, attend agency fairs, perform outreach and marketing to community groups, and potential referral sources within the service area
- Performs related work as needed

Minimum Qualifications:

- Master's Degree in social work from an accredited school of social work or master's degree in psychology, gerontology, or counseling and one year experience providing social services in one or more fields of aging, health, or long-term care services
- Bilingual in English & Spanish
- Knowledge of processes and issues surrounding aging
- Knowledge of mental health and health care issues specific to elderly
- Knowledge of individual and group counseling practices
- Ability to conduct intake and assessment interviews
- Ability to work with a diverse multi-disciplinary team and diverse participant population
- Knowledge of case management and care planning process
- Possess and maintain valid California's Driver's License, proof of automobile insurance and willingness to use personal automobile for work-related tasks
- Demonstrated verbal and written communication skills

- Good organizational and time management skills

The work environment described here is representative of those an employee encounters while performing the essential functions of this job:

- Work indoors in an open environment
- Have daily direct contact with a large group of clients

Employment Requirements:

- Proof of U.S. citizenship or documentation to work in the United States
- Current Medical/Health screening including TB screening
- First Aid and CPR
- Proof of current automobile insurance

The job profile in no way states or implies that these are the only duties to be performed by the jobholder. The Associate 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.

The Employee or the Organization may terminate employment at the Organization for any reason, with or without cause or notice, at any time. Nothing in any oral or written statement shall limit the right to terminate employment at will. No Supervisor or Associate of the Organization shall have any authority to enter into an employment agreement – express or implied – with any Associate providing for employment other than at will.

As a workforce member, I agree to adhere to policies and procedures pertaining to the proper handling of protected health information (PHI) when applicable.

To Apply:
All applicants must send a cover letter and resume to be considered for this position.