

ATLANTIC COUNTY GOVERNMENT

JOB ANNOUNCEMENT

PLEASE POST

Posting Date: 05/15/17

Closing Date: 05/22/17

TITLE: Social Worker Nursing Home

SALARY: \$33,023 - \$37,055

Hours: 40 X 35 ___

DEPARTMENT: Human Services

Union ___ Mgmt X

LOCATION: Northfield

NJCSC Test Required: Yes X No ___

Grant Funded: Yes ___ No X

DEFINITION

Under direction in a long term care facility (nursing home), performs work involved in providing social assistance for clients; does other related duties as required.

NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

REQUIREMENTS

EDUCATION:

Graduation from an accredited college or university with a Bachelor's degree in social work or other human services field including but not limited to sociology, special education, rehabilitation counseling, or psychology.

EXPERIENCE:

One (1) year of supervised social work experience in a geriatric setting.

NOTE: A Master's degree in Social Work, Psychology, Sociology, or Counseling from an accredited college or university may be substituted for the one (1) year of indicated experience.

LICENSE:

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

EXAMPLES OF WORK:

Organizes assigned tasks relevant to problems of clients and develops effective work methods.

Observes and monitors clients during therapy and activity sessions.

Provides counseling and guidance to patients/families.

May assist in the evaluation of clients.

Investigates cases to determine eligibility for hospitalization and admission to and/or discharge from other institutions/facilities.

Discusses issues relevant to the client's adjustment from the nursing home, coordinates discharge, and assists the client in obtaining other needed services.

Provides assistance with problem resolution to the client/family.

Establishes and maintains cooperative relationships with community service agencies and provides referrals for clients/families.

Facilitates arrangements for various support services for clients/families.

Investigates and attempts to resolve complaints received by or on behalf of the client population served.

Participates in professional meetings/conferences.

Prepares reports.

Maintains records and files.

Provides information on outreach services offered to the client's family.

Provides assistance in the review/interpretation of administrative forms, releases, and other documents requiring signature by the client/family.

Confers with the client/family to discuss and identify financial assistance needs and provides information and guidance to facilitate meeting such needs.

Interviews new and prospective clients, compiles information/histories containing pertinent financial, educational, and other data, and identifies ordinary and unique needs of the client.

Will be required to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

KNOWLEDGE AND ABILITIES:

Knowledge of sociological and psychological principles and practices.

Knowledge of policies and procedures involved in performing social work involving the health, welfare, and/or social adjustment of clients.

Knowledge of economic, social, emotional, and other problems encountered by the client population serviced.

Knowledge of social casework methods, terminology, and investigative and interview techniques.

Ability to analyze, comprehend, and interpret data involved in the conduct of supportive group, individual, and adjunctive activity therapies.

Ability to establish and maintain cooperative relationships with clients/staff.

Ability to analyze and interpret laws, rules, regulations, and procedures and their application to individual cases.

Ability to organize assigned social work and develop effective work methods.

Ability to ascertain, appraise, and evaluate significant facts in an individual or family situation.

Ability to conduct investigations/interviews, and prepare reports and case histories of the information compiled.

Ability to participate in professional meetings/conferences.

Ability to interpret and explain consent-based forms, releases, and other documents.

Ability to provide counsel/guidance to clients/families on various issues, concerns, and problems faced by the client population and their families.

Ability to plan and execute programs for social readjustment.

Ability to maintain records and files.

Ability to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, and communicate in English sufficiently to perform duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication.

Persons with mental or physical disabilities are eligible as long as they can perform essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.

Interested, qualified applicants should apply online at www.aclink.org

Alternatively, applications may be mailed to the

Atlantic County Division of Human Resources

1333 Atlantic Avenue, Atlantic City, NJ 08401

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