



SOCIAL WORKER

Job Description

Purpose:

The Senior Independence Program Social Worker assists vulnerable older adults with addressing barriers to living independently. The position serves as a liaison between TCAA and the community to facilitate access to services and improve the quality of life for older adults. The position provides services at Tempe Senior Centers, other community locations, and in the homes of program clients.

Supervision Received and Exercised:

Receives general supervision from the Program Manager of Senior Independence.

Essential Functions:

- Performs case management including assessments, service plan development, resource triage, case notes, progress monitoring, referrals, and evaluation of outcomes
- Educates older adults and assists with enrollment into public benefits programs
- Connects older adults with TCAA services and community-based social services to further their ability to live independently
- Prepares and disseminates program promotional brochures and flyers throughout the community
- Encourages older adult involvement in volunteer opportunities at TCAA and in the community
- Interacts with the general public and other community and government organizations, and participates in outreach in an effort to raise awareness, promote services, and encourage older adult engagement
- Maintains accurate and timely records: enters participant data into the data management system, prepares and tracks data reports and compiles service and client information for management
- May assist with planning group activities that appeal to and address needs and interests of older adults at senior center site(s)
- Demonstrates professionalism, compassion, and sensitivity in all interactions with participants
- Meets applicable contract and grant performance requirements and applicable health and safety standards
- Other duties as assigned

Minimum Qualifications:

- Knowledge of and sensitivity to the needs of older adults and adults with disabilities
- Bilingual (English/Spanish) desired
- Computer literate (Microsoft Windows and data management systems)
- Ability to communicate clearly and effectively in many mediums: by email, verbally, on the phone, in writing, and with body language. Also includes listening skills and the ability to follow directions and provide feedback. Confidence and professionalism in presentation skills. Able to represent the organization in the community.

Experience:

- One year or more prior experience in the human services field and in a similar position serving vulnerable populations
- Working knowledge of social service programs and industry best practices which foster senior independence
- Possesses a fundamental understanding of current issues and challenges facing the target population including sensitivity to racial equity/diversity
- Responsible work history indicating dependability, initiative, flexibility and ability to follow directions
- Excellent oral and written communication skills. Confidence and professionalism in presentation skills. Able to represent the organization in the community.
- Must be able to demonstrate an ability to relate to and build positive connections with older adults, be comfortable working in community and home settings, and be able to work effectively independently and within a team environment

Education:

- Related education or training beyond high school in social work, education, or a related field. Associates or Bachelor's degree required.

License/Certifications:

- Reliable transportation is required. Must possess current Arizona Driver's License, personal vehicle which may be used for work purposes, clean driving record, and current insurance
- Ability to obtain Level 1 Fingerprint Clearance Card, CPR/FA Certificate, and Central Registry Clearance

Status:

Full time/Non-exempt, 40 hours/week

Monday – Friday 8 AM to 5 PM, subject to variation and changes based on location.

Benefits:

TCAA is committed to providing a robust additional benefit package to complement compensation. This package includes paid holidays, vacation and sick time accrual that increases with tenure, medical, dental and vision insurance, life insurance, disability benefits, health savings account, and retirement. Additionally, TCAA pays 100% of the employee premium for the medical insurance plans.

TCAA is an Equal Opportunity Employer