

**EMPLOYEE NOTICE
JOB POSTING & JOB DESCRIPTION**

JOB TITLE: Social Worker
SALARY: \$58,992 - \$106,000
RANGE #: 19
DEPARTMENT: Office on Aging
SUPERVISOR: Director of Office on Aging

JOB DESCRIPTION: Full Time position which serves residents of South Brunswick age 55 and older and their families with the varied and complex problems that arise with aging. Position based at the Senior Center but will perform outreach in client's homes regularly. Will use counseling skills one to one, in-groups and will act as facilitator in support groups. Use computer to maintain own clinical assessments and records.

ESSENTIAL WORK PERFORMED:

- Meets and counsels seniors at the center and in homes. Involve family members as issues merit. Maintains confidentiality of all sessions.
- Counsels on (senior issues) challenges of aging including, but not limited to bereavement, depression, marital and familial issues, caregiver stress, isolation, grandparents raising grandchildren, etc.
- Provides information and acts as liaison for seniors and their families to community agencies and services for more severe problems we are unable to handle in house.
- Is proficient in accessing and has knowledge about Veteran Benefits, organizes Veteran Outreach events, runs groups for Veterans as needed
- Maintains relationship with township police, health department, social service department and acts as contact for issues arising with the elderly population in the community.
- Facilitates a variety of support groups for seniors and their families on variety of topics. May require evening or weekend work on occasion.
- Attends and assists with special events at the senior center to build client relationships in non-threatening environment.
- Maintains positive working relationship with local, county, and state agencies.
- Makes home visits as needed on regular basis to meals on wheels clients and seniors outside the center to act as social contact and to assess their needs for any further services.
- Maintains all assessments and client records and presents in timely manner.
- Prepares own reports as directed by supervisor on monthly and quarterly basis.
- Composes and sends out all correspondence internally and externally.
- Attends meetings and seminars as directed.
- Other related duties as required.
- Provides intensive case management services as needed

REQUIRED KNOWLEDGE AND ABILITIES

- Ability to communicate effectively in English, verbally and in written form in order to perform all duties of the job. Second languages a plus.
- Knowledge of gerontological counseling practices and standards.
- Ability to interact with the public and co-workers in effective and courteous way.
- Knowledge of programs available to seniors and maintains network of connections.
- Ability to make good judgment calls.

AFSCME UNION

- Ability and knowledge to operate computers and ability to type.
- Ability to lift up to 25lbs as needed.
- Ability to maintain files and records.
- Have cultural competence

EQUIPMENT USED

- Computer
- Photocopier
- Telephone
- Fax Machine
- Shredder
- A/V equipment like slide projector, overhead, microphone

MINIMUM REQUIREMENTS AND QUALIFICATIONS

- Master's Degree in social work, counseling or related field.
- Minimum three years experience with the geriatric population preferred.
- Hold current license as LCSW (Licensed Clinical Social Worker) preferred but will consider LSW (Licensed Social Worker) or LPC (Licensed Professional Counselor).
- Possess and maintain a valid NJ Driver's License with good driving record.

Employees interested should submit an application & resume on line.

South Brunswick is an Equal Opportunity Employer - EOE/ADA.