**Position Description**

**POSITION SUMMARY:**
The Part-time Geriatric Social Worker or Nurse Care Manager provides care management and supportive counseling to Jewish Holocaust survivors to assist them to continue to live safely in their homes. This position primarily works with Holocaust Survivors for whom Russian is their primary language. The tasks performed are relevant to the operation of the Center for Holocaust Survivors (CHS) and the Aging and Caregiver Services Department.

**PRIMARY DUTIES AND RESPONSIBILITIES:**

- Provide comprehensive assessments of Holocaust survivors’ emotional, physical, functional, financial, and environmental systems in order to establish need and eligibility for financial assistance and supportive services.
- Develop knowledge about funding & eligibility guidelines for survivors and sensitively communicates these policies, eligibility parameters, and procedures to Holocaust survivors.
- Knowledgeable of community resources and benefits. Make appropriate community and social service referrals to link clients’ needs with resources. Facilitate access and utilization of all available resources.
- Provide home visits to clients on regular basis to conduct care management and needs assessments.
- Advocate and communicate with clients’ support systems (spouse, adult children, caregivers, medical providers, and other significant people) as needed.
- Provide clients and survivor community with available restitution applications, assists clients in submitting restitution applications and documents to Claims Conference and other reparation sources, and consults and advocates with Claims Conference on clients’ behalf when needed.
- Document in a timely manner including screenings, assessments, and case notes to ensure accurate record of services for funder reporting and client follow-up.
- Participate in program planning and implementation, including psycho-educational support groups, & cultural and socialization programs.
- Participate in staff meetings and regular supervision and consultation.
- Provide guidance and support to Associate Care Managers.
- Collaborate with other staff, departments, and external agencies.
- Takes responsibility for own professional development, utilizing developmental opportunities within and outside of the agency to enhance skills and understanding.
- Perform other duties as assigned.

**POSITION QUALIFICATIONS:**

- Bachelor of Social Work or RN with two years of related work experience, preferably with older adults. MSW or BSN preferred.
- Valid Ohio licensure as an LSW or RN required, LISW or LISW-S or BSN preferred.
- Fluency in Russian and English is required.
- Works effectively independently and within a team. Seeks supervision and consultation when appropriate.

- Experience with and understanding of the psychosocial problems of older adults required.
- Demonstrated flexibility and willingness to enhance professional self and skills.
- Shares knowledge and skills with other staff members.
- Knowledge of Person-Centered Trauma-Informed care (PCTI), cultural competence and work with vulnerable populations preferred.
- Exceptional communication and presentation skills relating to older adults, their support systems, and health professionals.
- Detail oriented with good problem-solving skills and the ability to prioritize multiple tasks.
- Computer proficiency required, including Microsoft products (Office 365) and iPads; knowledge of Efforts to Outcomes (social work database) preferred.
- Valid driver’s license plus appropriate automobile insurance as determined by our liability insurance company.
- This position requires walking, standing, and sitting. Additionally, the use of a car is needed to make home visits, provide transportation to appointments and socialization events.
This position description is intended to describe the general nature and level of work being performed. It is not intended to be an exhaustive list of all responsibilities, duties and skills required of personnel in the above position. Jewish Family Service reserves the right to revise or change job duties as the needs arise. This job description does not constitute a written or implied contract of employment.