

Job Description

Title:	Social Worker, Senior Services	Full-Time/Part-Time:	Full-Time
Department:	Senior Services	Hourly/Salary:	Salary
Work Schedule:	35 hours per week	Regular/Seasonal/Temporary	Regular
Exemption:	Professional	FLSA Classification	Exempt

Organization Overview:

The Stanley M. Isaacs Neighborhood Center (Isaacs Center) is a non-profit, multi-service organization focusing primarily on the needs of children and low-income families, out-of-school and out-of-work youth, and aging New Yorkers. We operate at community centers located in the neighborhoods of East Harlem and Yorkville, and seek to deliver programs that are impactful, innovative, and intergenerational.

Position Summary

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The Social Worker, Senior Services will ensure effective case management and case assistance to senior residents living in the Isaacs/Holmes New York City Housing Authority buildings, a designated Naturally Occurring Retirement Community (NORC), and seniors 60+ living throughout New York City. Provision of services will be in accordance with Isaac Center policies, contractual guidelines and standards.

Qualifications:

The Social Worker, Senior Services must possess strong writing, speaking, interpersonal and organizational skills. The candidate must hold at least a MSW; a LMSW or LCSW is preferred. The candidate must have demonstrated experience providing exemplary case assistance, facilitating group work, managing data, and effectively coordinating benefits and entitlements. The candidate must have a history of working with diverse and high-needs aging populations, value team building, and support the development of community to address complex issues.

Education/Skills/Experience:

- LMSW, LCSW is preferred but not required
- A certified SIFI field instructor **or** be eligible to take on the SIFI Course
- Prior experience working with the elderly highly preferred
- Bilingual, English/Spanish or English/Chinese highly preferred
- Highly resourceful team-player, with the ability to also be extremely effective independently
- Proven ability to handle confidential information with discretion
- Bilingual and bicultural skills desirable, but not required
- Ability to work some flexible hours (e.g., evenings, weekends, Thanksgiving or Christmas Holiday)

Primary Duties:

- Provides case management and case assistance services to seniors residing within the Isaacs/Holmes housing development.
- Develops care plans to promote client self-determination; to assist seniors with staying in the community; and to promote healthy and independent aging.
- Develops and implement educational/recreational groups, support groups, etc. to meet the evolving needs of the aging population.
- Conducts psychosocial assessments and make referrals as appropriate.
- Collaborates with community agencies to implement in-home services such as visiting nurse services, home care, and housekeeping.
- Provides supportive counseling to seniors and their families.

- Makes referrals to mental health agencies as appropriate.
- Develops and foster relationships with community and government agencies.
- Provides assistance with social action and advocacy initiatives
- Prepares documentation (assessments, case logs, case notes, etc.) as stipulated by contractual and agency standards and procedures.
- Assists with the preparation of proposals and reports for external funding sources.
- Provides assistance to the Clinical Manager on projects as assigned
- Prepares reports, as required.
- May cover for the Clinical Manager in his/her absence.
- Other duties as required.

Stanley Isaacs Center is an Equal Opportunity Employer / Program

I have read the above job description, and I understand my responsibilities as outlined above. I also understand that the Stanley Isaacs Center reserves the right to revise my responsibilities depending upon the needs of the agency.

Employee Name: _____ **Date:** ____/____/_____

Employee Signature: _____