



Rehabilitation Services of Northern California

Invites applications for the position of

Social Work Care Manager I (SWCM I)

Part-Time (20 hours per week), Entry Level Position

Our Multipurpose Senior Services Program (MSSP) has an immediate need for a Social Work Care Manager I (SWCM I) to provide case management services for the frail elderly in Contra Costa County with the objective of preventing or delaying inappropriate nursing home placement. This is a part-time, entry-level position.

The SWCM I will evaluate the potential client as a total person and identify the functional limitations that impede independent living. The SWCM I will plan, provide and coordinate a wide range of services to assist clients in avoiding nursing home placement and to remain safely in their home. The SWCM I is responsible for the following activities:

- ❖ **Case Management:** Develop care plans, coordinate services and monitor health and/or psychosocial changes. Arrange medical/social services for clients, collaborate with other health and social service coordinators to maximize use of community services and plan termination of services when they are no longer necessary or appropriate.
- ❖ **Client Selection/Assessment:** Screen applicants, conduct enrollment visits to assess eligibility and enroll appropriate applicants. Conduct in-depth assessments and reassessments.
- ❖ **Record Keeping:** Use a computer to document care management activities. Supply data for management information system and required reports.
- ❖ **Service Provision:** Maintain files on service providers and vendors, assist with locating new providers and evaluate that existing providers are delivering satisfactory service.
- ❖ **Outreach:** Participate in public relations activities and communicate with referring parties.

The position requires a Bachelor's Degree in Social Work, Psychology, Counseling, Rehabilitation, Gerontology or Sociology plus two years working with the elderly. Ability to communicate in English in both written and verbal forms. Requires a considerable amount of travel to all parts of Contra Costa County for client in-home care assessments. Must have reliable personal transportation, California Driver's License, automobile insurance and clean DMV record. First Aid/CPR certification required. Department of Justice fingerprint clearance required.

The SWCM I reports directly to the Supervising Care Manager (SCM). This is a part-time, entry level position working 20 hours per week. Competitive salary and benefits.

MSSP is a program of Rehabilitation Services of Northern California. See www.rsnc-centers.org to learn more about RSNC.

To apply, please email or fax resume and cover letter to employment@rsnc-centers.org. Fax: (925) 682-6375 Attn: SWCM I.