



JOB DESCRIPTION

LOCATION: Community Concern of WNY, Inc.
Senior Care Management Program
JOB TITLE: Care Manager
HOURS: 21 Hours Per week
SALARY: Commensurate with Experience

MINIMUM QUALIFICATIONS:

Bachelors Degree in social work or related human service field and at least one year of experience work with elderly people. Valid Driver's license, good driving record and use of own vehicle.

JOB DESCRIPTION:

- Conduct assessments of physical, social, emotional and financial needs of frail elderly clients, who reside in rural Southern Erie County.
- Implement care plan by providing direct services such as advocacy and representation with Social Services and/or linking clients with other service providers to enhance the elderly person's quality of life and prevent or reduce risk of placement in nursing home.
- Willingness to broaden program by presentations to local Senior Groups (and other public relations activities).
- Provide medication reconciliation and assistance to seniors discharged from the hospital

SKILLS

- Good organizational and writing skills
- Empathetic listening skills a must
- Broad knowledge of community resources
- Ability to maintain accurate and timely notes on client activities

Desirable

- Computer Skills
 - Database, Peerplace
 - Microsoft Office

Contact: Jennifer Gunia, Coordinator
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