

**JOB TITLE:** Senior Services Part time Case Manager

**HOURS:** 21 Hours Per week

**MINIMUM QUALIFICATIONS:**

Bachelor's 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
- 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

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