

# **SSW CASE MANAGER- AGING**

**(CEDAR CITY, UTAH)**

## **JOB DESCRIPTION:**

SSW Case Manager performs a variety of professional duties related to the administration of the Aging Waiver Medicaid, New Choice Waiver, Alternatives and Caregiver Support Programs. This includes, but is not limited to, intake, eligibility, assessment, care plan development, service coordination and maintenance of client files. Services are provided in a community setting, which may include client's home, home of a loved one or caregiver, assisted living facility or other community setting. The position will also assist with information and referral, outreach, community events and training. For a detailed job description, send email to: [jwong@fivecounty.utah.gov](mailto:jwong@fivecounty.utah.gov)

## **EDUCATION AND EXPERIENCE:**

Applicants should have a bachelor's degree in behavioral or social sciences and be licensed in the State of Utah as a Social Service Worker (SSW) with minimum of one year of work experience with elderly population. Must have valid driver's license and the ability to travel to/from client's place of residence and other locations as required to meet job duties.

Applicants must demonstrate excellent written and oral communication skills with understanding of case management activities to include assessment, care planning and care coordination. Preference given to individuals with one or more of the following: direct case management experience, experience working with long term care supports and services to include Medicaid Aging Waiver and New Choices Waiver and familiarity with human service resources in the Five County Area. Applicants must have experience and understanding of word processing and software applications, including Word, Excel, and web-based software programs. Applicant must have ability to interface effectively with staff, professionals, and the public with knowledge of general office procedures and phone etiquette.

## **WORKSITE ADDRESS:**

585 North Main Street, Cedar City UT 84720

## **WORK SCHEDULE:**

29 hours week (Monday - Friday)

## **SALARY:**

Starting Salary \$2,441 per month, commensurate with education and experience

## **BENEFITS:**

Retirement Benefit/401-K, Sick & Annual Leave, Holidays

## **INSTRUCTIONS:**

Interested applicants should submit cover letter, resume, and application (found on website at [www.fivecounty.utah.gov](http://www.fivecounty.utah.gov)) via email to: [jwong@fivecounty.utah.gov](mailto:jwong@fivecounty.utah.gov)

Applications must be received by 5:00 p.m. on October 19, 2020.

***The Five County Association of Governments is an Equal Opportunity Employer***