LA CROSSE COUNTY, WISCONSIN
invites applications for the position of:
Social Worker - ADRC

SALARY: $21.39 /Hour
OPENING DATE: 02/12/13
CLOSING DATE: 02/25/13 04:30 PM

OVERVIEW:
La Crosse County Human Services Aging and Disability Resource Center seeks an experienced professional Social Worker to assist clients with environmental and supportive services designed to improve health outcomes and/or independence in the community; conducts individual or family assessment to determine services needed; provides agency services when appropriate; and refers clients for other community services when needed. Services to clients may take the form of protective actions in their behalf or on behalf of the community.

Hours of Work: Core hours of position are 8:00am to 4:30pm, Monday-Friday. As a salaried position, hours will often extend beyond the core hours. This is a 37.5 hour work-week, which is full-time.

To Be a Successful Applicant: 1-Provide a ten-year work history. Explain gaps in employment. 2-Include reasons for leaving each job. 3-Fill out all fields on the application, including address and phone numbers of previous employers.

ESSENTIAL JOB FUNCTIONS:
For a complete list of duties and qualifications, please review the job description which can be found on the County website Employment page. May provide any or all of the following: Provides social services per Wisconsin Statutes, court policies, and/or requirements of the program, state, or federal guidelines. Accepts requests and referrals for agency services. Conducts thorough assessments through interviews, home visits and collateral investigations, to determine the range of services needed by these individuals and their families for preventative, remedial or rehabilitative services. Explains the scope of the agency’s services and discusses the client’s rights and responsibilities in relation to the use of such services. Arranges or provides for appropriate social services for clients based on assessments of needs. Conducts regular case evaluations and develops and updates service plans accordingly. Maintains case records containing pertinent, accurate and current information. Prepares correspondence, reports and other records as required. Fully completes required documentation in a timely fashion and in accordance with program requirements. Coordinates or participates in care conferences. Participates in committees and task forces as assigned. Testifies in court as necessary or required. Maintains confidentiality of client-related information, maintains respectful treatment of clients, and adheres to the La Crosse County Standards of Conduct in the Administrative Code (3.08). Adheres to approved social worker principles, methods and practices, including the National Association of Social Worker’s (NASW) code of ethics. Maintains skill and competence levels as policies and regulations change by attending department/staff meetings and by participating in continuing training as required and appropriate. Processes new referrals and completes the Functional and Financial Screen to determine eligibility for Family Care services/IRIS (Include, Respect I Self-Direct). Offers options counseling to individuals who are elderly, physically disabled, developmentally disabled, and those who are experiencing a mental illness or substance abuse issue either on a one-to-one or public outreach setting. Explains and discusses options with clients regarding funded programs and services that are available for individuals in the target groups. Makes home visits to assess client’s needs and finances and offers the client services and/or program options.

TRAINING, EXPERIENCE AND OTHER REQUIREMENTS:
• Requires graduation from an accredited college or university with a major in Social Work (or any related college degree such as Sociology, Psychology or Criminal Justice).
• Requires basic computer keyboarding skills for entering data related to clients
• For many positions, must have valid driver's license and access to personal transportation, or other reliable means for city and rural travel.
• Requires certification by the State of Wisconsin as a Social Worker. If not certified at the time of application for employment with La Crosse County, must have applied to the State of Wisconsin for a Temporary or Training Certificate and obtain regular Certification within specified time limits.
• At least one year of experience working with at least one of the primary client populations of the ADRC; these include: elderly (age 60 and older), adults with developmental disabilities, and adults with physical disabilities.
• Must be or become certified as an Information and Assistance Specialist within specified time periods.

To apply for this job, please visit:
http://www.lacrossecounty.org/jobs
400 4th St N
Personnel Office, Room 2190
La Crosse, WI 54601
608-785-9640

La Crosse County is an Equal Opportunity Employer