Employment Opportunity

Sawyer County
Adult Protective Specialist
Health and Human Services

Sawyer County is accepting applications for a Part-time Adult Protective Specialist with the Aging and Disability Resource Center and is responsible for providing protective services to elderly and adults-at-risk in accordance with State Statute Chapter 51, 54, 55 and 46.90. These services include: to receive and screen reports of elder or adult-at-risk abuse and neglect; to conduct investigations in compliance with State Statute and Sawyer County policy and procedure; to initiate court intervention when necessary such as protective services, guardianship, conservatorship and protective placement; and to complete WI State APS reporting and maintain case charts.

Qualifications include a Bachelor’s Degree in a human services or related field with two (2) years prior human services or law enforcement experience. Knowledge of and/or experience with elder or adults at risk services preferred. Experience in computer use and keyboarding including Microsoft Office products and databases is necessary.

Wage range will be $19.02 to $22.00 per hour depending on qualifications with a competitive benefit package including health insurance, Wisconsin retirement pension fund, life insurance, sick leave, vacation and holiday pay.

Apply no later than 4:00 p.m. on Monday, July 14, 2014, by completing Sawyer County application form available from Sawyer County Human Resources Office, 10610 Main, Suite # 23, Hayward, WI 54843, by calling 715 638-3218, or from Sawyer County web site at: www.sawyercountygov.org under Job Openings.

Sawyer County is an Equal Opportunity / Affirmative Action Employer
Women & Minorities are encouraged to Apply