



JOB ANNOUNCEMENT

Hamilton-Madison House seeks a full-time Geriatric Specialist to assess caregiver/care receiver needs. He/she is to discuss and develop care plans with the caregiver/care receiver for Supplemental and Respite Services. He/she will also provide individual and group counseling to caregivers.

Minimum Qualifications:

- Master Degree in Social Work, Counseling, Psychology or Gerontology
- 2 years of direct practice with the senior population
- Bilingual English/Chinese required
- Proficient in Microsoft Office

Responsibilities:

Care giver Services:

- Casework
 - Assess and develop care plans
 - Complete intake assessments
 - Assist clients in applying for governmental benefit(s) when necessary
 - Conduct in-home assessments to evaluate care receiver needs to determine ADL/eligibility
- Counseling
 - Provide individual counseling and group work in Chinese and English languages for caregivers and senior citizens which may include, but is not limited to depression, anxiety, bereavement, psychosomatic illnesses, family reconciliation, maladaptive behaviors, cross-cultural barriers/stress and/or dementia
 - Provide appropriate referral for serious behavioral health issues
- Training/education sessions for caregivers and monthly support group

Record Keeping:

- Record all activities associated with caregiver/care receiver on Worker Log and progress notes on a daily basis
- Submit monthly and quarterly report of all program activities
- Input data and case notes on a timely basis in STARS

Service Coordination:

- Supplemental Services

- Provide or purchase concrete items and aide to caregivers and care receivers
- Assist with reimbursement to caregiver/care receiver when an invoiced item is not covered by Medicaid and the other insurance has been submitted
- Respite Services: coordinate provision and purchase of temporary relief for eligible caregivers in the form of congregate or in-home respite services
- Coordinate services with health professionals as needed
- Provide case coordination conferences
- Community outreach
- Participate in NYC DFTA, agency and other trainings as necessary and appropriate
- Occasional weekend hours
- Other appropriate duties as assigned

Hours: Monday to Friday, 35 hours per week

To Apply: Submit your cover letter and resume to:
Human Resource Department
Hamilton-Madison House
253 South Street
New York, NY 10002
Fax: 212-349-2793
Email: hrdept@hmhonline.org

Posting Date: December 1, 2017

Application Deadline: Until filled

Hamilton-Madison House is an Equal Opportunity Employer