



JOB VACANCY

April 2017

Case Manager

Location: Uniondale, NY 11553

EAC Network seeks Case Managers for its MOW/Expanded In-home Services to the Elderly program to provide comprehensive services to homebound elderly clients in the community through support services to maintain the client at home with a safe care plan. Position is full time Monday-Friday, 9:00AM-5:00PM with excellent benefits medical/dental/401K and very generous Paid Time Off plan (PTO). EAC is an EOE. All qualified applicants will be afforded equal opportunities without discrimination because of race, color, religion, national origin, marital status, sex, age, sexual orientation, gender identity, disability, or protected veteran status. **Candidates are encouraged to view agency Web site at www.eac-network.org**

RESPONSIBILITIES:

- Provide a comprehensive in-home assessment and reassessment of the client.
- Develop and implement a care plan with the client and his/her family when needed, to address unmet needs to assist them to live safely in their own homes.
- Identify client need for additional services and make appropriate client referrals.
- Provide crisis intervention services when needed, for situations such as medical emergencies, utility shut-offs, bedbug infestations and disaster response.
- Record all client and related information in computer.
- Pick up and deliver meals to clients, when necessary.
- Assist with answering phones and other office duties when needed.

QUALIFICATIONS:

- Bachelor's Degree in Health/Human Services or a behavioral science required.
- Must meet immunization/health status requirements.
- Must have either paid experience or have completed a recent internship in a human services field and have some agency experience.
- Ability to communicate with and understand the needs of the elderly.
- Must be able to lift 30-50 lbs. if necessary.
- Must possess knowledge of Nassau County services and needs of the geriatric population.
- Must be proficient in computer applications or other automated systems such as spreadsheets, Microsoft Office applications, calendar, and email and/or database software and ability to utilize a laptop computer necessary to preform work assignments.
- Must have access to automobile and possess valid NYS Driver's License.
- Must complete and pass a 25-hour online certification (within 6 months of employment) in Case Management from Boston University's Center for Aging and Disabilities Research (CADER).

HOW TO APPLY:

E-mail resume/cover letter to: employment@eacinc.org