

## **EAST RIVER FAMILY STRENGTHENING COLLABORATIVE JOB DESCRIPTION**

### **SOCIAL SERVICE COORDINATOR, DEAF AND HEARD OF HEARING**

**ERFSC is currently seeking a Social Service Coordinator for the Deaf and Hard of Hearing Program.** The incumbent is responsible for the program management and services to DHH seniors that involve advocacy, translation and interpretation, program evaluation, nutrition services, recreation and educational services and counseling. Work with staff to ensure all activities are performed in a manner that reflects the mission, philosophy and policies of East River Family Strengthening Collaborative.

#### **Essential Duties and Responsibilities:** *(Other duties may be assigned)*

- Provide seniors who present themselves to East River Family Strengthening Collaborative for services with a warm and empathetic welcome and overview of the purpose and philosophy of East River Family Strengthening Collaborative
- Ensure Deaf and Hard of Hearing seniors receive needed services
- Work with Deaf and Hard of Hearing Program Director to provide activities at the Deaf and Hard of Hearing Senior Center
- Assist with the planning and implementation of recreational, health promotion, and group counseling services at the Deaf and Hard of Hearing Senior Center
- Lead, coordinate, and implement the strategy and work plan of the Senior Advisory Council at the Deaf and Hard of Hearing Senior Center
- Advocate for increased safety in residential locations where DHH seniors reside
- Assist seniors with hearing aids, rental assistance, energy bills, applying for food stamps, telephone bill assistance, Medicare & Medicaid treatment and other community services in which eligibility is established
- Encourage and motivate seniors to remain active and independent, by initiating and conducting group sessions and individual discussions
- Conduct community outreach to a variety of stakeholders as a means of recruiting and identifying Deaf and Hard of Hearing elderly
- Conduct deaf education at the Deaf and Hard of Hearing Senior Center and other senior programs
- Attend Care Plan, staff, and supervision meetings
- Maintain client files and data in accordance with quality assurance standards and the District of Columbia's office on Aging requirements
- Responsible for intake of new participants
- Responsible for updating participant records and files
- Provide counseling services for participants
- Provide case management for the Deaf and Hard of Hearing seniors
- Invite speakers to the center to talk to the participants on social service issues
- Attend community meetings on behalf of the Center

**Qualifications:** Commitment to serving the needs of deaf and hard of hearing older people, with particular sensitivity to the vulnerable elderly. Bachelor's Degree in Human Services or related field. Mastery of English language and fluent in American Sign Language.

**Education and/or Experience:** Bachelor's Degree in Human Services; Licensed Social Worker preferred.