

Employment Opportunities

EO-119

August 24, 2020

“Employment Opportunities” (EO) is a job clearinghouse for non-profit organizations. A one-time listing in Positions Available for LeadingAge Wisconsin members/subscribers is \$50 for a direct reply and \$75 for a blind ad. The fee for non-members for a onetime listing in Positions Available is \$100 for a direct reply and \$125 for a blind ad.

A one-time listing in Position Wanted is \$50 for a direct reply ad and \$75 for a blind ad. Additionally, blind ads for Position Wanted must be submitted with 10 copies of the applicant’s resume. Submit copy, not to exceed 150 words in length, with the appropriate remittance to the LeadingAge Wisconsin office.

Employment Opportunities are typically included in our bi-weekly *e-News* newsletter. However, due to all the rapid changes with COVID-19, LeadingAge Wisconsin staff has temporarily discontinued sending issues of *e-News*, but instead are sending COVID-19 Updates on a daily basis. Ads submitted also are displayed on the LeadingAge Wisconsin website which can be found at: www.leadingagewi.org/services-education/employment-opportunities.

Position(s) Available:

EO-PA-633 Social Services Supervisor – Verona, WI

The Dane County Badger Prairie Health Care Center in Madison, Wisconsin is recruiting for a fulltime (1.0 FTE) Social Services Supervisor (Admissions) position. The Eligibility List created will be used to fill future vacancies over the next six (6) months.

The County offers excellent benefits including fully paid dental and HMO health insurance premiums for full time employees. The County also contributes towards Point of Service (POS) health insurance premiums, retirement, short-/long-term disability, and six (6) weeks of paid parental leave for birth or adoption of a child. Additional available benefits include long term care, vision coverage, flexible spending account and deferred compensation programs paid in full by the employee and a wellness program (for further details visit: <https://www.governmentjobs.com/careers/countyofdane>).

EQUITY, DEFINITION AND EXAMPLES OF DUTIES:

COMMITMENT TO EQUITY AND INCLUSION As an employer, we strive to provide a work environment where diversity and differing opinions are valued, creativity is encouraged, continuous learning and improvement are fostered, teamwork and open/honest communication are encouraged, and meeting customer needs through quality service is a shared goal. All employees must be able to demonstrate multicultural competence – the awareness, knowledge, and skills needed to work with others who are culturally different from self in meaningful, relevant, and productive ways. Applicants from traditionally underrepresented populations including women, racial and ethnic minorities, and persons with disabilities are especially encouraged to apply.

DEFINITION Under the general supervision of the Badger Prairie Health Care Center (BPHCC) Administrator, this first line supervisor serves as the Admissions Director for BPHCC and is responsible for the administrative direction and professional development of assigned facility staff. Ensures continuity and effectiveness of facility services in conformance with internal Department policies and federal and state laws, rules and regulations. Supervises Social Workers and Social Services support staff and helps them develop skills, attitudes and knowledge necessary to perform their jobs. Maintains professional standards of social work practice and performs related work as assigned.

EXAMPLES OF DUTIES Serves as the primary contact for community and institutional inquiries regarding facility services and bed availability. Conducts initial assessments for admission referrals, collaborating with community members, facility clinical/financial staff and hospital discharge planning staff, gathering information and preparing documents to ensure successful admissions. Conducts investigations involving possible residents' rights violations and caregiver misconduct allegations. Supervises assigned agency staff providing services to residents of BPHCC. Evaluates staff performance. Recommends action on hiring, probationary periods and discipline. Helps staff increase their knowledge, skills and effectiveness. Handles requests and inquiries. Ensures neighborhood caseload coverage. Provides consultation and direction in care planning, assessment and planning for treatment and other services. Participates in, and may coordinate, care conferences involving other facility staff. Participates in continuing, appropriate professional development. Develops and interprets programs and policies to facility. Promotes inter- and intraagency cooperation. Participates in QAPI initiatives. Represents the facility in meetings or on committees related to facility programs.

EDUCATION, EXPERIENCE & SPECIAL REQUIREMENTS:

Education, Training and Experience: Minimum Requirements: A Bachelor's degree in Social Work or a related field AND five (5) years' professional social work experience which includes two (2) years of direct service in nursing homes and/or mental health services. OR A Master's degree in Social Work or a related field AND three (3) years' professional social work experience which includes two (2) years of direct service in nursing homes and/or mental health services. Preferred Requirements: Previous nursing home experience and supervisory or lead worker experience is preferred but not required.

Certifications and Licenses: Any of the State of Wisconsin social work certifications.

Special Requirements: Must have a valid driver's license, or access to reliable personal transportation, or equivalent. Must be available for rotating on-call evening, weekend and holiday assignments to serve

as a resource for social work staff. Must be free of communicable diseases. Screening for communicable diseases per State of Wisconsin and Federal regulations are mandatory. Must possess or be willing to become CPR certified. A criminal background check will be conducted prior to hire.

Background Check Statement: Some positions may require a criminal background check which can include fingerprinting due to the nature of the job's responsibilities. Wisconsin's Fair Employment Law, s. 111.31 – 111.395, Wis. Stats., prohibits discrimination because of an arrest or conviction record. However, Dane County may disqualify an applicant if the position's responsibilities are substantially related to the applicant's criminal history (e.g., the nature of the crime and its relationship to the position, whether hiring, transferring or promoting an applicant would pose an unreasonable risk to the business, its employees, customers and vendors, etc.) Management reserves the right to make employment contingent upon successful completion of the background check.

Physical and Environmental Work Requirements: Ability to assist in resident evacuation including but not limited to pushing wheelchairs/broda chairs etc. Ability to operate a personal computer for prolonged periods of time. Works in moderately safe and comfortable conditions within a modern healthcare facility, with potential for exposures to odors, violence and noise. Potential for exposure to infectious waste, diseases, conditions, etc., including blood-borne pathogens. Subject to being required to wear personal protective equipment (PPE) up to and including an N95 respirator.

KNOWLEDGE, SKILLS & ABILITIES:

Extensive knowledge of social work principles and practices including assessment, care planning and case management. Ability to understand and apply relevant statutes including WI statutes 51, 54, 55 and 155. Knowledge of community resources relevant to adults with mental illness, developmental disabilities, AODA, dementia, brain injury and criminal justice involvement. Ability to direct and supervise staff of varying skills, abilities and experiences. Ability to work effectively with persons from a variety of socioeconomic, ethnic, or racial groups. Excellent organizational skills. Ability to lead and motivate others. Skill in providing effective case consultations. Ability to maintain perspective and balance in the face of competing priorities. Ability to communicate effectively both orally and in writing.

SALARY: \$37.24 - \$48.09 Hourly

OPENING DATE: 08/21/20

CLOSING DATE: 09/04/20 04:30 PM

Additional application details: <https://www.governmentjobs.com/careers/countyofdane>