



Western Upper Peninsula Health Department

JOB POSTING

SOCIAL WORKER, PUBLIC HEALTH

| | |
|--------------------|---------------------------|
| Date: | March 23, 2021 |
| Status: | Full-time |
| Classification: | Non-exempt |
| Wage Range: | \$22.02/hr. - \$26.99/hr. |
| Bargaining Unit: | Non-bargaining |
| Location: | Hancock Office |
| Reports to: | Director, Public Health |
| Deadline to Apply: | Until filled |

POSITION SUMMARY:

Under the direction of the Director of Public Health, plans, coordinates and provides social work services to MIHP clients. Conducts psychosocial and family history assessments, provides social work counseling to client and family, monitors client care, referrals and follow-up of services provided. May perform special projects as assigned. During a public health emergency, position may be assigned to any job needed inside or outside Western U.P. Health Department.

ESSENTIAL FUNCTIONS:

1. Plan, coordinate and deliver social services, including social work counseling to MIHP clients and family and provide referral sources regarding social problems and financial needs of client and family in home and clinic settings.

2. Conduct psychosocial and family history assessments, monitor client care, referrals, and follow up of services provided. Develop and recommend individualized plan of care in collaboration with the interdisciplinary team. Share plan of care with client/family; encourage involvement and ongoing evaluation of needs.
3. Set goals and evaluate the effectiveness and outcomes of care. Participate in interdisciplinary discharge planning.
4. Assess, report and communicate the client's social and emotional status, progress and other factors, and any change in condition to other healthcare professionals on a regular basis or as often as needed. Re-evaluate client needs and revise care plans as needed.
5. Assist with coordinating the total plan of care and maintain continuity of client care by communicating with other health professionals. Initiate and/or participate in case conference and interdisciplinary team activities to assist interdisciplinary team meet client social service goals. Assist the interdisciplinary team in understanding the social and emotional factors related to the risk factors identified.
6. Counsel and educate client and family regarding realistic short/long term plans, strategies, alternate care arrangements and how to access appropriate community resources. Function as a liaison with community agencies, coordinating and advocating on client's behalf. Provide case management.
7. Record and document social work assessment of client's health status, including preparing and maintaining client records and progress notes and recording interviews and/or telephone contacts.

OTHER DUTIES AND RESPONSIBILITIES:

1. Act as consultant to staff regarding social work services.
2. Prepare, present, and/or attend in-service education regarding social work issues as required.
3. Attend all staff meetings and in-services, as required.
4. Maintain professional growth and development; keep abreast of professional practice and current trends in the field of social work. Maintain professional affiliations and licensure.
5. During a public health emergency, position may be assigned to any job needed inside or outside Western U.P. Health Department.
6. Perform other duties as required.

JOB QUALIFICATIONS:

1. Bachelor's degree from a school of social work accredited by the Council on Social Work Education. MSW preferred.
2. Possesses a Licensed Bachelor's Social Worker license in Michigan (LMSW preferred), or meets all education and experience requirements for licensure in Michigan and lacks only the examination.
3. Knowledge of public health programs and regulations.
4. Ability to assess data reflecting the client's status and interpret the appropriate information needed to identify each client's requirements relative to their age-specific needs.
5. Basic working knowledge of computers and variety of common software applications.
6. Well-developed organizational skills and ability to work independently.

7. Good written and verbal communication skills.

SPECIAL PHYSICAL AND PSYCHOLOGICAL DEMANDS:

- Must be able to frequently stand, walk, including up and down stairs or over uneven terrain, bend, stoop and squat.
- Must be able to continually use one or both hands, fingering, grasping; sit for prolonged periods.
- Must be able to occasionally move (carry, push, pull) up to a maximum of 10 pounds.
- Must be able to continually see at a near normal vision acuity level.
- Must be able to continually hear normal speech and sounds, speak.
- Must be able to read and comprehend instructions and other materials.
- Must have the ability to pay attention to detail and be accurate.

WORK ENVIRONMENT AND HAZARDS:

- Indoor work area; little or no hazards in office setting.
- Noise level is minimal to moderate.
- May be subject to variety of undesirable/poor household elements, including, but not limited to animals, dirt, odors, smoke, temperature, lighting, ventilation.
- May be subject to communicable disease; contact with infectious wastes, needles/body fluids, toxic chemicals.
- Regular travel to client homes in base county and adjacent counties in district; subject to all weather conditions and winter driving hazards.

SUPERVISES: This position may provide work direction to staff on a case by case basis, but does not supervise any employees. This position may work in any of the five-county service area, as assigned.

The statements in this job description are not intended and should not be construed to be an exhaustive list of all duties, responsibilities, skills, efforts, or working conditions associated with this job. They are intended to reflect principal job elements and describe the general nature and level of work performed by people assigned to the job.

TO APPLY:

Please submit a cover letter and resume to lotto@wuphd.org, or submit by fax to Human Resources, 906-482-9410, or mail to Human Resources, Western U.P. Health Department, 540 Depot Street, Hancock, MI 49930.

www.wuphd.org

E.O.E.