



Court Social Worker

Summary:

The Court Social Worker acts on behalf of the agency as a court-appointed guardian/conservator for adjudicated older adults, making all legal, medical, financial and personal decisions. This position reports to the Social Services Manager.

Duties & Responsibilities:

- Monitor client budget, income and expenses.
- Assists clients in accessing needed services or benefits, including referrals to other agencies, such as, but not limited to food stamps, medical assistance and Medicaid, housing, seasonal programs and mental health services.
- Maintains regular contact with clients through home visits and phone calls.
- Maintain timely case data base entries and records.
- Educate clients in budgeting, self-help skills, and knowledge of appropriate resources.
- Participate in care plan conferences in long-term care facilities and in multi-disciplinary team conferences to ensure clients' care needs are met.
- Consults with treating doctors, nurses, specialists, hospital staff, to evaluate appropriateness of treatment, placement, and level of care and authorizes all medical treatment.
- Assist in researching client assets and act to protect and preserve clients' estates.
- Maintain proper records and documentation as required by courts.
- Assists in court or legal involvement including preparation of affidavits, testifying in court, communication with officers of the court, adult protective services, and law enforcement.
- Communicate and coordinate with client families when in the client's best interest.
- Develops and maintains effective working relationships to ensure multidisciplinary approach to case management.
- Maintains an understanding of community resources and availability.
- Provide ongoing support to crime victims.
- Shares rotating on-call shifts with team.
- Perform other duties as assigned.

Educational/Skill Requirements:

- Master's degree in Social Work, Psychology, Gerontology or related degree with Kentucky licensure or ability to obtain license within 90 days of hire.
- Minimum of two years' experience, paid or volunteer, with older adult population.

- Ability to be self-directed and self-sufficient yet work cooperatively with members of a team.
- Ability to think critically in stressful or crisis situations.
- Interest in professional development.

Minimum proficiencies in technology

- Must be proficient in use of Microsoft Word and Outlook.
- Must be competent in navigating database software and performing relevant data entry.
- Must be proficient in using the internet search engines.

Other position requirements and/or preferences (certifications, reliable transportation, specialized knowledge, travel/security requirements, etc.)

Required:

- Reliable transportation and automobile insurance
- Signed Confidentiality agreement
- Pass criminal background check
- Pass drug test
- Must be able to attend local and statewide meetings/trainings

Work environment:

Normal hours at ElderServe's administrative offices are 8:30 a.m. to 4:30 p.m. Monday through Friday, with 30 minutes for lunch. However, because of the nature of the position, flexibility with the hours is required. The dress code is business casual.