

CITY OF IRVINE IS HIRING!

Outreach Assistant II - EPT Older Adult Services

Extended Part-time: Up to 32 hours per week
\$32.89 - \$43.74 per hour

The Position:

Do you have the desire to make a meaningful impact in a vibrant and diverse community? Join a collaborative workforce committed to serving the City of Irvine. The City of Irvine is seeking candidates who have experience, compassion, and a commitment to providing outreach and care management services to older adults.

Your Impact:

- Provide consultation and information to older adults and their support persons on a wide range of social services issues to help solve complex issues and identify solutions.
- Provide direct assessment and referral support through in-home assessment, office appointments, or over the phone; determines participant eligibility for services; processes new referrals, intakes, and re-assessments.
- Conduct home visits with program participants to assess or re-assess the biological, psychological, and social status of the participant and to identify functional limitations, environmental safety hazards, coping skills, and support systems.
- Provide referrals to services and resource linkage for older adults with needs of a higher acuity and complexity, such as domestic violence, elder abuse, substance abuse, mental health issues, and/or hoarding issues.
- Provide specialized resource consultation in complex areas to participants and other staff.
- Identify and develops support systems for participants, coordinates with formal and informal care systems, including participant health care providers; evaluates participants for qualification for short- or long-term comprehensive care management services.
- Interact with social service agencies to coordinate service delivery in conjunction with City programs.
- Maintain current knowledge of community resources and services to expand and provide viable and appropriate referrals to address participant needs.
- Provide specialized resource consultation in complex areas to participants and other staff.
- Conduct community outreach in alignment with the strategies outlined in the Strategic Plan for Older Adult Services
- **Hours: Up to 32 hours required per week. Weekend availability also required.**

Minimum Qualifications:

- Bachelor's degree in social work, gerontology, human services, social ecology or closely related field and four (4) years of experience in social work outreach or counseling or any combination of education and experience that provides equivalent knowledge, skills, and abilities
- Possession of a valid California driver's license
- Possession of, or ability to obtain, First Aid/CPR/AED certification within three (3) months of employment.

Best Fit:

- Ability to effectively listen and respond to the public's needs by providing services, information, and assistance in a professional, courteous, and enthusiastic manner.
- Ability to follow directions, manage multiple priorities, and accurately complete requests in a busy environment.
- Ability to lead and mentor a team of part-time staff.
- Diverse experience in administrative tasks.
- Ability to work in a fast-paced environment; flexibility to respond to changes in direction quickly and effectively.

For more information, and to **apply by 5PM on**

August 28, scan the QR code with your
smartphone, or visit:

cityofirvine.org/jobs



 **Older Adult Resources**

