Alzheimer Society
THUNDER BAY

JOB DESCRIPTION

JOB TITLE	Social Worker
REPORTS TO	Executive Director
STATUS	Full-time position (35 hours per week)

PURPOSE:

The Social Worker is responsible for providing people with Alzheimer's disease or a related dementia, their families and care partners with information, counseling, support and referrals to appropriate community resources. You will also assist in the development, promotion and facilitation of services related to support services and education. The job of the Social Worker entails:

- Identifying client, care partner and family needs
- Developing a plan in an effort to improve the well-being of the client, care partner and family
- Coordinating and facilitating Society support groups

QUALIFICATIONS

- Enthusiastic, empathetic, professional who is a positive thinker
- Post-secondary education in social work, public health or a social services field (i.e. social work, nursing)
- Knowledge and experience in gerontology
- Experience working with persons with Alzheimer's disease or a related dementia and/or their families or care partners
- Knowledge of Alzheimer's disease and related dementias
- Experience facilitating training in groups
- Knowledge of community healthcare agencies and resources
- Demonstrated commitment to continuing professional development
- Excellent written and verbal communication skills
- Excellent presentation skills
- Ability to work cooperatively with volunteers, staff, and community partners
- Valid driver's license and use of a vehicle
- Computer literate and experience with electronic client databases
- Attention to detail, strong work ethic and ability to work outside customary business hours
- Experience working in a team environment

DUTIES AND RESPONSIBILITIES will include, but may not be limited to:

- Consult with clients, care partners and/or families to identify needs and refer to appropriate Alzheimer Society and/or community programs and services
- Make referrals to a variety of community support services where needed
- Assist in the provision of individual and group counselling to assist people with dementia and their partners in care through home or office visits and by phone
- Maintain ongoing contact with clients to ensure their needs are being met
- Maintain a current knowledge of Alzheimer's disease and related dementias and current resources. Be prepared to upgrade skills as required
- Work collaboratively with staff, volunteer and community partners to meet the Society's mission and mandate
- Develop and implement means of continuous improvement of services
- Ensure that the Alzheimer Society of Thunder Bay's counselling and education policies are current and appropriate, and are followed
- Participate in Society-sponsored professional development opportunities as identified, which may require travel
- Assume other functions as may be assigned by the Executive Director

**Please note that an offer of employment will be conditional upon a satisfactory police records check*.

PHYSICAL DEMANDS
These physical demands are representative of the physical requirements necessary for an employee to successfully perform the essential functions of the Social Worker's job. Reasonable accommodation can be made to enable people with disabilities to perform the described essential functions of the Social Worker's job.

While performing the responsibilities of the Social Worker's job, the employee is required to speak and listen. The employee is often required to sit and use their fine motor skills, and their hands and fingers, to handle or feel. The incumbent will be required to perform some tasks that involve lifting of large objects, such as display boards and computer/audio visual equipment. The incumbent may be expected to work for long periods of time with few breaks. Vision abilities required by this job include close vision, and the ability to drive.

WORK ENVIRONMENT
The incumbent will be provided with a reasonable place to work within an office environment. However, the incumbent will also be required to carry out work activities outside of an office environment and will require the use of a vehicle. The incumbent will be required to drive to and from meetings, home visits, events and activities throughout the City of Thunder Bay, and on occasion within the region. The incumbent will occasionally be required to work in other inside and outside venues and in all weather conditions. The incumbent will also be expected to work outside of regular business hours, often being required to work evenings and weekends. There is flexibility in work hours and all reasonable requests for work arrangements will be considered.

DIRECT REPORTS
The Social Worker's position does not require any other staff member to report directly to the incumbent.

CONCLUSION

This job description is intended to convey information essential to understanding the scope of the Social Worker's position and it is not intended to be an exhaustive list of skills, efforts, duties, responsibilities or working conditions associated with the position.

Approved By:	
Date Approved:	
Reviewed:	