Job Description for Social Services Assistant Position:

Rehabilitation and Nursing Center of the Rockies  
Full-time: 40 hours

- Provides services in support of responsibilities of the Social Services Department.

- Work primarily with the geriatric population, however the facility has had residents between the ages of 19-103.

- Work alongside an interdisciplinary team of nurses, caregivers, administrators, and the director of nursing.

- Primarily focus on admissions, discharges and the overall well being of residents in Long Term Care.

- Work with outside resources including Hospice agencies, Home Health agencies, hospitals, and Larimer county resources.

- Days will be filled with a variety of tasks, and each day is a new day of tasks and responsibilities.

- Assist in completion of care plans and psychosocial assessments.

- Complete required forms and documents in accordance with company policy and state/federal regulations.

- Work closely with families of residents in problem solving and providing the best possible care for residents.

- Provide psychosocial support for residents and families through transitions within the facility as well as outside of the facility.

Looking for applicants who:

- Have a bachelor’s degree in a human service field (Social Work, Human Development and Family Studies, etc).

- Be task and detail oriented

- Organization is key to success in Social Services

- Can maintain a dignified environment encouraging elders in a positive manner
- Be able to work both with and without supervision

- Must be able to read, speak, write and understand the English language

- Must be able to work with Microsoft Word and Excel

- Must be able, and willing to learn charting software (Matrix)

If this position is of interest to you, please email daniellesimon125@gmail.com for more information. Interviewing and hiring will take place in the next few weeks, please reply if you can start in the month of January and are serious about the position.