



POSITION TITLE: SERVICE COORDINATOR

SALARY RANGE: \$4,597.00 - \$5,587.00 per month in Five Annual Steps

Non-Exempt salary (37.5 hours per week)

Collective Bargaining Position

Regular Full-Time Temporary Part-time

QUALIFICATIONS: Masters preferred. Degree in Social Work, Rehabilitation Counseling, Psychology, Nursing or other related field plus two years of social work experience. Must have knowledge of and a solid understanding of Developmental Disabilities, family dynamics and interdisciplinary team planning and coordination. Must have use of an automobile or ability to provide for independent transportation plus possession of a valid California Driver's License and automobile liability insurance of \$100,000 - \$300,000.

POSITION DESCRIPTION: This position involves a high level of Social Work skill where professional judgment and individual decision making are expected qualities in carrying out job assignments. An employee in this position may be responsible for carrying out all or any of the following functions: initial and/or ongoing social assessment of clients and overall case planning, utilizing Agency staff and other resources; counseling clients concerning the identification and achievement of personal goals and, along with client and relevant involved others, developing client goals and service plans; intervening with client according to case plan using various approaches; encouraging client and family to fully participate in coordinating and utilizing the resources available. Responsibilities also include performing tasks that relate to fiscal accountability and other duties as assigned.

MONTHLY STIPEND FOR BILINGUAL SPEAKING!

Send Resume via e-mail to: **Email resume to recruiting@sarc.org**

No phone calls please