

B/S/S/T AREA AGENCY ON AGING

Notice of Vacancy

Posting Date: December 6, 2019

B/S/S/T Area Agency on Aging has a vacancy for a Protective Service Worker out of the Towanda Office location. Primary responsibility is to respond and investigate reports of abuse, neglect, abandonment, and exploitation of individuals age 60 and older. Develop care plans to eliminate risk to older adults and resolve problems causing the need for Protective Services. Additional responsibilities include: developing a working knowledge of the Older Adults Protective Service Act and Dept. of Aging policies/procedures; conducting private interviews with older adults and any alleged perpetrators; interviewing and fact gathering from physicians, witnesses, family members, and other collateral contacts; obtaining and reviewing relevant documents; working with the agency's attorney for preparing petitions and preparing for court testimony; maintaining professional relationships with service providers, law enforcement, health care facilities and other government entities; completing a Protective Service investigative report; establishing care plans; maintaining a caseload and consumer files.

Candidate must be proficient in computer usage. Travel required with mileage reimbursement.

Required travel throughout the service area of Bradford, Sullivan, Susquehanna and Tioga Counties.

Must have a reliable vehicle for work related travel, vehicle insurance and possess a valid driver's license.

This is a full time position (40 hrs. a week) with benefits including health insurance, paid time off and 401(k).

Selected applicant must pass a state police criminal clearance, child abuse clearance and FBI clearance. These clearances will be obtained with assistance from the Area Agency on Aging, and free of charge to the selected individual.

Minimum Experience and Training Requirements:

- (1). Must have a Bachelor's degree in Social Work, Criminal Justice or related field or Act 120 Certification, and
- (2). Two (2) years of experience in public or private social work, criminal justice or related field.

Interested persons should submit a resume to Bridget Worthington at bworthington@bsstaaa.org or by mail to Area Agency on Aging, 220 Main Street, Unit 2, Towanda, PA 18848.

An Equal Opportunity Employer.