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### **Job Summary**

We are looking for a well-rounded, communicative, and personable individual who is passionate about helping others, in the Evangeline Parish and St. Landry Parish area.

Responsibilities (to include but not limited to):

- Assist the elderly and people with disabilities in accessing home and community-based services
- Follow up with requests/needs
- Schedule and complete quarterly, annual, and visits as needed with recipients
- Critical incident reporting and tracking
- Annual plan of care writing and revising
- Initial referrals
- Documentation
- Transitions and case closures
- Advocacy

### **Qualifications and Skills**

Required Education:

*A Bachelor's Degree in one of the following fields is required: Psychology, Sociology, Social Work, Criminal Justice, Education, or other Human Services related field.*

### **Benefits**

Salary: DOE; consideration for direct experience

- Health Insurance- Long Term Disability - Simple IRA Savings Plan- Dental and Vision Supplemental Policies- Term Life/ AD and D Insurance- 40 Hours of Sick Leave- Paid Holidays After Probationary Period- Paid Vacation- Mileage Reimbursement
- Job Type: Full-time

Pay: DOE