



Town of Danvers

Office of Human Resources

Town Hall

1 Sylvan Street

Danvers, MA 01923

Phone: 978-777-0001 extension 3030/3031

December 22, 2011

Position Available

Social Service Coordinator

Working under the direction of the Director of Senior/Social Services, The Social Services Coordinator assists the Director in assessing and responding to social service needs of all residents of Danvers. This includes outreach to at risk, isolated or needy seniors by means of home visits and ongoing case management. Assists all residents with access to public benefits such as housing, food stamps, fuel assistance, etc. Position is responsible for facilitating support groups. Participates on area coalitions and partnerships focused on serving home-bound and others in need. May assist Veterans Agent with case management.

Relevant experience required. Bachelor's Degree in social work or related field; LSW or MSW preferred. This is a 30 hour benefitted position with a current salary range of \$17.76-\$22.15/hr. A valid driver's license and personal transportation is required. Must be proficient with Microsoft Office applications. A full job description is at www.danvers.govoffice.com under Human Resources Dept. Apply in writing to Human Resources, Town Hall, 1 Sylvan Street, Danvers, MA 01923; or by email to pkotchian@mail.danver-ma.org. This position will remain open until filled.

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