



JOB TITLE: SOCIAL WORK ASSISTANT

REPORT TO: SOCIAL WORK MANAGER

RESPONSIBILITIES:

- Provide concrete case management, follow-up and referral service;
- Provide entitlements/benefits eligibility counseling and assist with application;
- Complete psychosocial assessment;
- Formulate and implement the intervention plan for patients;
- Assist clinical social worker in providing case management service at needed;
- Attend case conference, agency meetings and staff meetings;
- Participate in community outreach and marketing activities; and
- Other duties as assigned.

QUALIFICATIONS:

- Bachelor's Degree in Social Science, Social Work, Psychology, Sociology or other related field;
- At least one year of working experience in social services, health care agency or related field; and
- Bilingual in English/ Chinese required.

SALARY: Commensurate with experience

Applicants can email or fax resumes to:
Charles B. Wang Community Health Center
Attention: Flora Chung
Fax: (718) 886-2568