

Job Title	Bilingual Social Services Consultant (English/Spanish)
Employer/ Agency	Vecino Health Centers
Job Description	<p>The primary function of the Social Services Consultant is to work as part of the patient care team in providing high quality, efficient and service oriented patient care while demonstrating the health center’s core mission. Working alongside the behavioral health team, the Social Services Consultant proactively works directly with patients, educates, and ensures successful access to community resources in an effort to reduce barriers to health improvement.</p> <p>The Social Services Consultant is responsible for working with patients who have been identified as needing support in relieving barriers related to social and economic factors such as education, employment, financial needs, social support; and the patient’s physical environment such as housing and access to food, in order to facilitate better health outcomes. The Social Services Consultant is responsible for assessing patient needs in conjunction with the patient, creating and implementing a service plan, supporting patients by providing supportive education and tools, identifying and linking patients to appropriate community resources when needed, monitoring patients through the process of meeting their identified goals, and closing assigned service coordination cases when social service needs on the treatment plan have been completed.</p> <p>The Social Services Consultant will proactively identify community resources, network, and bridge collaboration between Vecino Health Centers and agencies our patients can benefit from. Likewise the Social Services Consultant will proactively represent Vecino Health Centers, its mission and services, in community social service circles and with community partners. Additionally, the Social Services Consultant is visible in the community at large as a representative of Vecino Health Centers in providing education through community presentations.</p> <p>The Social Services Consultant is responsible for capturing, monitoring and processing all social services referrals requested by the providers, and patient outcomes. The Social Services Consultant provides an integral role to meet requirements of special projects related to pathways of care.</p> <p>ESSENTIAL JOB DUTIES AND RESPONSIBILITIES</p> <ul style="list-style-type: none"> • Accessing patient needs, identifying goals and implementing a mutually agreed upon service plan, developing strategies and providing supportive education to help the patient develop necessary skills • Researching and referring patients to necessary resources to reduce stressors and improve quality of life, such as financial stability programs, food resources, childcare, respite care, affordable housing, educational programs, etc. • Providing support for patients to access resources using Motivational Interviewing and other skills and strategies to assess barriers and help patients overcome these • Developing and maintaining good working relationship with support networks, government resources, and community resources • Communicating with and linking patients to the behavioral health and counseling providers to respond to patients mental health and behavioral

	<p>health needs, and situations that may negatively affect children and vulnerable or mentally unstable adults</p> <ul style="list-style-type: none"> • Evaluating and studying programs, services, and resources for quality and client needs • Communicating patient status and progress to their treatment team: behavioral health consultant, counselor, physician • Creating programs and services to benefit clients and community including and not limited to community educational presentations on relevant topics • Caring for the well-being of clients and helping a wide range of clients, including people with serious illnesses, addictions, disabilities or who have been neglected • Advocating and raising awareness on behalf of clients and the needs of the community and local services • Maintaining appropriate and timely documentation in the electronic medical record • Maintaining a tracking record of all patient support, referrals and outcomes • Work diligently, cooperatively, and effectively with patients, medical providers, health center staff, and community stakeholders in all aspects of patient care and the referral process. • Provide positive, supportive and caring behavior in all communications to patients, community stakeholders, and staff. • Maintain patient confidentiality and HIPAA practices at all times. • Performs other duties assigned by supervisor.
--	--

<p>Qualifications</p>	<p>QUALIFICATIONS, EDUCATION AND EXPERIENCE</p> <ul style="list-style-type: none"> • Master’s degree in social work preferred; supervised practicum or internship experience in a similar role strongly preferred. Bachelor’s degree in social work, psychology, sociology, healthcare or medical and related fields. • Bilingual (English/Spanish) required. • A minimum of three years of social services case management in a health care setting strongly preferred. • Possesses superb written and spoken communication skills. • Excellent interpersonal skills with colleagues, community leaders, and others. • Must demonstrate excellent time management skills with the ability to be organized and able to prioritize. • Able to organize and manage large amounts of files, schedules, dates, and information. • Comfortable in a fast-paced environment with multiple cases. • Shows initiative and motivation to identify areas of contribution, take on additional projects and solve problems. • Comfortable working as part of a team. • Comfortable in a fast-paced environment with multiple cases. • Self-directed, motivated and able to work with minimal supervision. • Comfortable with building personal relationships and dedicated to helping others. • Empathetic and supportive with mentorship and leadership skills.
------------------------------	---

	<ul style="list-style-type: none"> • Proficient computer skills, including Microsoft Office Suite (Word, PowerPoint, and Excel); experience with electronic medical records a plus. • May be exposed to patients with infectious diseases. • Valid driver's license and own transportation. • Able to travel to meet with clients. • Prolonged periods of sitting at a desk and working on a computer and standing, bending and moving. <p>PHYSICAL REQUIREMENT:</p> <ul style="list-style-type: none"> • Ability to sit, stand, bend and stoop for (long) periods of time. • Ability to exert up to 20 pounds of force occasionally/frequently. • Ability to work in a stressful environment. • Ability to respond to emergency/crisis situations. • Exposure to noise.
Salary/Hours	\$40,000.00 to \$50,000.00 /year
Employer/Agency	Vecino Health Centers
Address	424 Hahlo Street
City, State, Zip	Houston, TX 77020
Contact Person	Phil Solis
Contact Title	Human Resources Administrator
Telephone Number	713-343-5507
Fax Number	713-343-5496
Email Address	psolis@vecinohealthcenters.org
Application Method	Submit resume via email to psolis@vecinohealthcenters.org
Opening Date	Immediate

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.

UNIVERSITY of **HOUSTON**
GRADUATE COLLEGE of SOCIAL WORK