

## SOUTHERN TIER INDEPENDENCE CENTER

### Job Description

Community Transition Facilitator (17.5 hours per week)

### Qualifications

- Bachelors in human services or related field.
- Personal experience with a disability and/or a senior citizen 60 years of age or older essential.
- Experience working in the Long Term Care system preferred.
- Knowledge of various waivers (TBI, NHTD, OMRDD, etc) preferred.
- Extensive knowledge of services, supports and benefit programs available to people with disabilities in the community.
- Extensive knowledge of different disabling conditions.
- Ability to multi-task.
- Self-starter and self-directing, with the ability to organize, coordinate, prioritize, and complete a variety of tasks in a timely, efficient manner.
- Excellent communication, writing and computer skills.

### Responsibilities

- Strong commitment to and belief in the independent living philosophy and in community integration for all people with disabilities.
- Extensive travel in a multi-county service area.
- Attend trainings and participate in professional development necessary to successfully implement the (Money Follows the Person) MFP Project.
- Provide training to and serve as a resource for Peer Outreach Specialists, nursing home residents and staff, coalitions, advisory boards, local points of entry for long term care services and other entities as appropriate.
- Meet with designated nursing home residents to provide unbiased information concerning options for transitioning into the community, long term care services, waiver programs, etc.
- Make referrals to and work with nursing home discharge planners as requested by the nursing home resident and/or his/her legal guardian.
- Represent the MFP Project at all implementation, development, and outreach meetings.
- Comply with all agency policies and procedures including HIPAA, confidentiality, code of ethics, etc.
- Collect all required data/statistics and complete all STIC and Department of Health (DOH) reports in a comprehensive and timely manner.

Southern Tier Independence Center, Inc. is an equal opportunity employer. It is our policy to hire the best qualified applicant for the position, without regard to race, color, disability, religion, sexual orientation, gender, national origin, age, or veteran status.