

Job Title: Director of Social Work (LMSW)

Article 81 Guardianship Non-Profit

Job Summary :

Allied Community Support Services is seeking a skilled and compassionate **Director of Social Work (LMSW)** to provide leadership and program oversight for our Article 81 Guardianship case management services. This supervisory role is responsible for guiding, supporting, and monitoring Case Managers to ensure high-quality, ethical, and client-centered care.

The Director of Social Work will oversee assessments, care planning, documentation, and service delivery for individuals in nursing facilities, hospitals, and community settings, while ensuring compliance with agency policies, regulatory requirements, and best social work practices.

Key Responsibilities

Supervision & Leadership

- Provide direct supervision, guidance, and support to Case Managers working under the Article 81 Guardianship program.
- Review and approve assessments, care plans, and progress notes to ensure accuracy, timeliness, and compliance with standards.
- Offer coaching, training, and performance feedback to support staff development and professional growth.
- Serve as a clinical resource for complex cases, ethical concerns, and crisis situations.

Program Oversight & Clinical Quality

- Ensure that client needs, rights, and preferences are appropriately assessed and advocated for.
- Monitor the quality of care provided in nursing facilities, hospitals, and other care settings.
- Oversee documentation practices to maintain compliance with agency policies, legal requirements, and funder expectations.
- Develop and refine workflows, procedures, and best practices for case management services.

Collaboration & Advocacy

- Collaborate with healthcare providers, legal professionals, family members, and other interested parties to ensure coordinated care.
- Represent the agency in interdisciplinary meetings, case conferences, and external collaborations as needed.
- Support Case Managers in advocating for clients' medical, psychosocial, and legal needs.

Administrative & Compliance Responsibilities

- Maintain oversight of caseload distribution and staff productivity.
- Ensure confidentiality and ethical handling of sensitive client information.
- Assist with audits, reports, and quality assurance initiatives.
- Travel within the city and surrounding areas as needed to support staff, attend meetings, or address client concerns (company vehicle provided).

Skills and Qualifications

- **Master's degree in Social Work (MSW)** required.
- **Licensed Master Social Worker (LMSW)** in good standing required.
- Previous experience in **supervision, case management, guardianship, healthcare, or legal/social service settings** strongly preferred.
- Strong leadership, organizational, and problem-solving skills.
- Excellent written and verbal communication skills.
- Proficiency with case management systems and Microsoft Office Suite.
- Ability to manage multiple priorities and support a team in a fast-paced environment.
- Trustworthy, ethical, and able to handle confidential information with discretion.
- Valid driver's license and willingness to travel locally.

What We Offer

- Competitive salary
- Opportunities for professional development and leadership growth
- Supportive, mission-driven team environment focused on client-centered care

Job Type - Full-time

If interested, please email s.salsone@alliedcss.org