

## **Area Agency on Aging (III C) Nurse Care Consultant**

The Area Agency on Aging (AAA) Nurse Care Consultant utilizes a person-centered approach to assess, monitor and coordinate plans of care to assist eligible individuals to live as independently as possible. The Care Consultant works in a multi-disciplinary team approach to coordinate Community Living Program functions with other AAA operations, state/federal initiatives, and to collaborate with our community partners.

A new grant-funded project began October 1, 2018 called VOCA – Services to Victims of Elder Abuse. In collaboration with key community partners and AAA3C Elder Abuse Victim Specialists, the Care Consultant will support victims alongside these other professionals. Additional activities may include: community education, presentations, facilitation of multi-disciplinary team efforts, training, and survivor/support group leadership.

### **Employment Qualifications:**

**Education:** Current Michigan Registered Nurse license is required. A Bachelor's degree from an accredited institution in a related field is preferred.

### **Experience & Required Skills:**

- Two to more years of professional experience in long term care, home health care and/or case/care management required.
- Background and experience in working with older adults and/or disabled adults strongly preferred.
- Excellent oral and written communication skills necessary to effectively communicate with co-workers, participants & those important to them, community partners, community agencies/organizations and others such as elected officials.
- Computer skills necessary to effectively utilize word processing, spreadsheet, and client tracking-type software systems.
- Strong sense of service and passion for the agency's mission
- Strong organizational, administrative and person-centered approach
- Ability to work varied hours, as needed.

**Special Requirement:** Must have a valid Michigan Driver's License and reliable transportation, as work-related travel is required.

### **Salary and Fringe Benefits:**

This is a full-time position, 37.5 hours per week with a starting wage of \$29.07 per hour. BHSJCHA offers a full range of fringe benefits including: Health, Dental, Optical, Life Insurances, Sick and Annual Leaves, an Employer Contributed Retirement Savings Plan, and Flexible Spending Plan.

### **Application Process:**

Qualified applicants should submit their resume with a cover letter to the attention of:

Kayse O'Donnell  
HR Support Specialist  
Branch-Hillsdale-St. Joseph Community Health Agency  
570 N. Marshall Rd.  
Coldwater, MI 49036  
Email: [odonnellk@bhsj.org](mailto:odonnellk@bhsj.org)  
Fax: (517) 278-2923

*Branch-Hillsdale-St. Joseph Community Health Agency is an equal opportunity employer that values diversity. All employment decisions are based on qualifications, merit, and business need.*



# *benefits of working in* **PUBLIC HEALTH**

*Helping people live healthier*

## Why work in public health?

- Make a difference in the community
- Promote a healthy environment
- Job stability and opportunities for career development
- The field is ever evolving and you can influence health policy
- Improve the lives of children, families, and the elderly
- Eradicate disease



- 12 Paid Holidays -no waiting to be eligible for holiday pay
- Health, Dental, and Vision insurance coverage begins 1st day of employment. Plan options as low as \$0 employee contribution.
- Vacation Time accrues from first day of employment, 16 days earned in the first year.
- Sick Time accrues from first day of employment, 12 days annually
- Work week is 37.5 hours, and generally Monday-Friday from 8 am - 4 pm.
- Company paid Life Insurance and Short-term Disability
- AFLAC options available
- Healthcare Savings and Flexible Spending Accounts available
- Municipal Employee Retirement System with employer contribution of 5%
- Qualified Employer under the Public Service Student Loan Forgiveness Program

[www.bhsj.org/careers](http://www.bhsj.org/careers)