



Council on Aging

Southern California

Helping Seniors Remain Healthy, Connected & Protected

JOB ANNOUNCEMENT

POSITION TITLE: ReConnect Support Group Leader (Hispanic Community) Orange County

HOURS: 40 hours per week

HOURLY RATE: Negotiable

ACCOUNTABILITY: ReConnect Support Group/Quality Control Supervisor and Department Director

The **Council on Aging-Southern California** is a private, nonprofit corporation, serving older adults and individuals with disabilities since 1973. Our mission is to promote the independence, health, and dignity of older adults through compassion, education, and advocacy.

The **ReConnect Program** is designed to identify and reduce physical, mental, and environmental health challenges experienced by older adults aged 60 and older in Orange County. The program offers short term early interventions including case management services, comprehensive psychosocial assessments, mental health screening, short term therapy, and linkages to needed community resources. In addition, the program offers educational, social, and therapeutic support groups throughout the county for participants to reinforce healthy life patterns and increase their quality of life.

POSITION OBJECTIVE: To ensure the development and delivery of social and skill-building support groups tailored to the program participants. Support the program's outreach and marketing efforts within the local Hispanic community.

JOB FUNCTIONS (including but not limited to):

- Assist the Support Group Supervisor in the organization and implementation of appropriate support groups and activities at the Council on Aging and partnering sites.
- Design and deliver support groups and recreational activities for Spanish speaking participants.
- Develop support group collateral materials and monthly calendar.
- Recruit and supervise Spanish group facilitators.
- Cultivate successful interactions with support groups host sites.
- Coordinate and deliver outreach and educational presentations within the local Hispanic community to promote the program among community partners, potential participants, and general public.
- Develop audiovisual outreach, marketing, and educational materials.
- Represent the program at community events, health fairs, and networking opportunities.
- Record activities and case load statistics as needed for reporting requirements.
- Other duties as assigned by supervisor.

QUALIFICATIONS:

- A college degree and/or relevant experience recreation, kinesiology, education, hospitality, gerontology, human services, communications, or related fields.
- **Must be Bilingual** and bicultural **Spanish/English**.
- Outstanding verbal communication and interpersonal skills.
- Ability to work effectively with diverse populations and in team settings.

- Ability to work independently and multi-task to achieve desired goals managing time efficiently in a fast-paced environment.
- Ability to develop a sense of trust and rapport with program participants.
- Proficient in modern office practices including basic computer skills.
- Proof of eligibility to work permanently in the United States.
- Submit and successfully complete a Live Scan fingerprinting background check.
- Have a valid California driver's license, proof of current vehicle insurance, and a reliable transportation.

WORKING CONDITIONS: The physical demands described here are representative of those that must be met by the employee to successfully perform the functions of the job. Reasonable accommodations will be made to enable individuals with disabilities to perform this job.

While performing the duties of this job the employee will be required to sit for periods of time. Standing, walking, and bending are required movements. The employee might need to lift approximately 20 lbs.

HOW TO APPLY:

To be considered for this position, please send ALL materials below to hr@coasc.org

- Cover letter
- Resume