

**Walla Walla Community Hospice  
P.O. Box 2026/ 1067 E Isaacs Ave.  
Walla Walla, WA 99362  
(509) 525-5561**

Position Description: Social Worker

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Position Description: Social Worker

Accountable to: Patient Care Coordinator or Designee

**Purpose:** The Social Worker is responsible for delivery of social services at Walla Walla Community Hospice, in close collaboration with other professional and volunteer staff. This requires thorough knowledge of the principles and practices of professional social work; considerable knowledge of the functions of public and private social service agencies as related to health care; knowledge of current economic and health problems and resources; considerable knowledge of principles and methods of clinical social work and its supervision; ability to conduct accurate assessments focusing on the needs of the client; ability to work well with a wide range of personalities; ability to prepare records and reports; and the ability to work effectively with Hospice staff, professional counterparts, community contacts and groups.

**Responsibilities:** The work involves responsibility for a wide range of independent social work activities and requires individual accountability for the outcome of services; occasional supervision of student intern or volunteer staff; participation in administrative planning and policy writing; ongoing search for resources and effective resource utilization; and the ability to respond to multiple requests for professional services, while at the same time prioritizing these requests in an efficient and effective manner. Clinical tasks include conducting client/family interviews, usually in client's home; performing and presenting social service assessments; participating in the development of a treatment plan to improve client/family functioning; employing social work and counseling skills to assist clients and families in recognizing, coping with, and/or resolving problems. Must be able to work both independently and as part of a interdisciplinary team.

**Qualifications:**

- 1) A Master's degree from an accredited school of social work. At least one year of experience in social work under professional social work supervision is required.
- 2) Must have a valid driver's license, a good driving record, and the use of a reliable vehicle. This position requires the ability to drive year-round to locations in our service area which include:
  - i) Walla Walla County, Columbia County, and northeastern Umatilla County.

**Functions:** This list of major functions of the position is a general guideline. It is not intended as a complete list, and may be modified verbally or in writing by the Executive Director at any time to reflect the changing needs of Hospice.

- 1) Responsible for social work assessments, consultation, patient education, collaboration with interdisciplinary Hospice staff, clients and families, and ongoing social work intervention.
  - i) Conducts interviews and otherwise obtains information from clients, families, medical staff, social agencies and other relevant sources in order to identify social, economic, emotional,, health, or physical problems; assesses needs and eligibility for various services; refers clients to appropriate programs, follows up as necessary; and assists clients in utilizing available community resources. Performs appropriate charting in a timely manner.
  - ii) Provides counseling to clients and their families in order to assist them in coping with or resolving specific problems or situations relevant to the client's well-being and care.
  - iii) Works as a team member, attends Hospice team conferences (and occasionally other agency conferences) to obtain client information, provides social work assessment and consultation, and participates in the development of a care plan.
  - iv) Performs client placement as needed in nursing homes, foster homes, and their appropriate facilities.
- 2) Coordinates with social agencies, hospitals, clinics, and other community resources in attempting to meet client needs and in assisting clients.
- 3) Interprets the nature, purpose, and limitations of Hospice social work to individuals, community groups and other disciplines.
- 4) Occasionally utilizes and supervises a student intern or other Hospice volunteer. Assigns tasks as appropriate; reviews, evaluates, advises on and approves students' social work practice; reviews completed cases and provides instruction and guidance in professional methods; coordinate with students' internship liaison and Hospice staff.
- 5) Maintains social work data involved in the operation of social work service in Hospice.
- 6) Participates in quality of service activities in Hospice by using available standard guidelines, and by attending ongoing education available through workshops or in-service training.

The position of Social Worker is on an at-will basis. This means that either the employee or the employer may terminate the employment relationship at any time, with or without notice or reason, unless expressly prohibited by law.

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Signature of Social Worker

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Date