



The Key to Your Community

Director of Care Services

OVERVIEW: The Village Movement is a response to increasing age-segregation in our country, helping older adults remain as active and contributing members of the communities they call home and making aging-in-place an optimal choice by organizing support and engagement opportunities to prevent isolation and promote wellbeing. Capitol Hill Village (**CHV**) was the second village to open in the US and continues to provide leadership to the movement in a variety of ways. Founded in 2007, CHV is a non-profit membership organization, with 450 members and growing, and 250 volunteers. Based on the concept of neighbors helping neighbors, CHV provides older adults with social, educational and cultural opportunities, as well as support services including transportation, and home maintenance performed by CHV's vetted volunteers or vendors. CHV's Care Services team provides professional care coordination, helping members to navigate health care, insurance, social services, and housing. CHV has programs and services for members across the spectrum of health, mental acuity and economic means. We are committed to inclusion and actively pursue greater racial, cultural and economic diversity. We strive to reduce barriers to participation as much as possible and make asking for and offering help as easy as possible.

Position Description: Capitol Hill Village seeks a part-time (20 hrs/wk) Director of Care Services to supervise the organization's Care Services team. If someone applying to this position would prefer a full-time position, please indicate that in your cover letter. The Director of Care Services is responsible for:

Care (Member) Services: The bulk of this position involves managing and supervising program staff, including MSW interns, involved in case management. The goal is to ensure that CHV is maximizing opportunities to serve members and provide the highest quality services to help empower members to make their own decisions about health care and maintain engagement in the community. This may include virtual or in-home assessments, referrals to health and wellness services, crisis support, and coordination with social service providers. The position will provide some direct services when necessary to support the team. The Director should be able to communicate and implement the highest standards for the practice of social work in the community setting.

Program and Partnership Development: The Director of Care Services will supervise the Care Services Programs Manager and will have the opportunity to support designing and creating new services and programs for members, including annual educational events on topics of importance, volunteer training, and activities targeting specific subpopulations. The Director should bring interest and/or knowledge of national models for aging in place, volunteer engagement, and integrated services across income levels. The Director should have or have the capacity and interest to build a strong network of allies and partners in the DC area to support CHV's programming and its members.

Requirements:

- MSW, LICSW
- 5-7 years work experience
- Experience working with older adults, their caregivers and families, and/or working in settings where chronic illness and disability, insurance, advanced directives, or other concerns common to older adults featured heavily
- Experience supervising staff and student interns
- Experience in community-based settings
- Demonstrated interest and/or experience working with a variety of populations, including low-income, people of color, Comfort with, ability to use and independently troubleshoot basic technology (Microsoft Office, Zoom, etc.)
- Demonstrated commitment to the organization's core values: Excellence, Service, Volunteerism, Inclusivity, Innovation, Respect, Responsiveness, Teamwork, Kindness, Joyfulness.

Capitol Hill Village

Capitol Hill Village is a grassroots organization developed by and for the older adults in the Capitol Hill neighborhood. It was the first and remains the largest village in DC and is part of a 13-village collective called the DC Villages Collaborative. We are committed to leveraging volunteer and professional services along with policy advocacy to make aging-in-place an optimal choice for older adults. Staff work as a team on behalf of members and volunteers, using all the tools available to us to bring wellness and a high-quality of life to those we work with. We fight ageism by making sure older adults are included in the fabric of the community and are visible and valued.

More details: The Director of Care Services is a part-time, salaried position, with the possibility of increasing to full-time. CHV is an equal opportunity employer. Salary range is \$40k - \$50k, depending on level of population- and DC-area-specific experience. Benefits include PTO, participation in a retirement plan and the opportunity to participate in a supportive, flexible, family- and pet-friendly work environment. The position reports to the executive director.

Application directions: INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED. Please send a **cover letter and resume**. Please title the documents like this: DCS LASTNAME Resume.pdf and DCS LASTNAME Cover.pdf (e.g. DCS Smith resume.pdf and DCS Smith Cover.pdf). Email materials to: jobs@capitolhillvillage.org with Director of Care Services subject title. Job is open until filled.

To read more about our work: www.capitolhillvillage.org.