



## **Social Services Navigator (Khmer-speaking)**

South Park Senior Citizens - Seattle, WA 98108

Part-time, 30 hours/week with potential growth in hours

Salary: \$27-\$28 hourly / depending on experience

SPSC is located in the South Park Neighborhood Center, in the heart of South Park where we provide services in a historic brick fire station. SPSC works to support seniors, and those living with disabilities, as they explore healthy and active lives. Our participants are primarily of Asian descent, many are navigating language and cultural barriers, and most are living at, or below, the poverty line.

SPSC is a vibrant place for community to gather, friends to be made, and culture to be celebrated. Our seniors gather to enjoy homemade meals, singing, dancing, exercise classes, education and learning opportunities, and specialized programming. As many of our seniors are living vulnerable lives, SPSC is also a place they can receive social service support and resources.

SPSC partners with, and is funded by, King County and the City of Seattle as we work together to meet the needs of our community. SPSC has many affiliations and partnerships within the human services and non-profit sectors as we collaborate to bridge gaps in services, meet overlooked needs with the community, and grow aspects of equity and inclusion.

SPSC is an Equal Opportunity Employer. We consider applicants for all positions without regard to race, color, religion, gender, sexual orientation, gender identity and/or expression, creed, national origin, age, disability, genetic information, ancestry, citizenship, marital status, veteran and/or military status or any other legally protected status.

### **Summary**

South Park Senior Citizens is seeking a part-time Khmer-speaking Social Services Navigator to assist in services, resources, and referrals for seniors ages 55+ and for those living with disabilities. Building rapport with participants, and establishing professional relationships with community partners is essential. This role will be part of a Social Services team focused on reducing barriers of equity and inclusion; the role will include problem solving and advocating for individuals.

### **Qualifications:**

Preferred minimum 3 years working (paid or volunteer) in Social Services serving vulnerable populations; college degree preferred

Experience working with Senior Citizens and/or Asian populations preferred

Knowledge of, and ability to apply for, resources available to older adults and/or caregivers - knowledge of Khmer social services network preferred

Khmer speaking (Required)

Proficiency in computer & software skills including databases and Google (Gmail, Google sheets and Google docs): testing for proficiency will be part of the interviewing process

US work authorization (Required)

Access to an insured vehicle with a valid Washington State Driver's license and current auto insurance

**General Responsibilities:**

- Provide support services that connect participants to resources that include housing, food assistance, medical, government benefits, and legal information and referrals
- Assist with translation and interpretation as needed: reading, writing, and speaking
- Participate in establishing culturally-sensitive programming and resources that serve to meet the needs and interests of participants
- Demonstrate a high level of integrity, compassion and commitment
- Ensure HIPAA protocols are in compliance at all times
- Perform other duties as required

**Benefits:**

Vacation leave; accrued 3 weeks annually

Sick time; accrued 1 hours for every 40 hours worked

Holidays; 13 paid holidays annually

Medical Incentive; \$375 monthly

Business computer and cell phone provided

**Work Location/Schedule:**

Establish work location(s) as needed - expected to be a hybrid of virtual and in-person; Monday evenings onsite at the Center is required - 30 hours weekly with the flexibility of days/times to meet job requirements

***If interested in this position, please contact Janette Garcia at 206-948-7378 or Janette@spseniors.org***