

Join Our Team at Marquette County Human Services! ADRC Resource Specialist

Pay Range: \$24.11-\$26.94/hour based on qualifications

Are you passionate about helping others?

Marquette County Human Services is seeking a dedicated and compassionate **Resource Specialist** to support older adults, individuals with disabilities, and community members in accessing vital resources and services. This role combines advocacy, resource coordination, and community engagement to make a meaningful impact on people's lives.

Key Responsibilities

- Provide information and assistance to individuals and families, ensuring a welcoming and professional experience.
 - Conduct home visits and outreach activities to connect people to public and private resources.
 - Assist clients with enrollment in programs such as Medicaid, FoodShare, and other public benefits.
 - Facilitate transitions for youth with disabilities into adult service systems.
 - Administer Long Term Care Functional Screens and maintain accurate documentation.
 - Participate in community marketing and outreach to promote ADRC services.
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Qualifications

- **Education:** Bachelor's degree in Social Work, Sociology, Human Services, or related field, or Wisconsin-licensed RN.
- **Experience:** Two years of experience working with older adults or individuals with disabilities preferred.
- Proficiency with Microsoft Office and database systems.
- Ability to secure functional screen certification within six months of hire.
- Valid Wisconsin driver's license and access to insured transportation.

Marquette County offers a supportive and collaborative work environment, opportunities for professional development, and the chance to make a real difference in the community.

To Apply:

For more information or to submit your application please email mzuehls@co.marquette.wi.us.

Marquette County is an Equal Opportunity Employer.