

- ✓ Are you experienced in the field of social work, or human services?
- ✓ Do you excel at connecting individuals and families with local resources, and building relationships with community partners?
- ✓ Are you proficient in de-escalating difficult situations, and navigating complex interactions with individuals in crisis?

If you answered "yes" to these questions, then the Part-Time position of Social Services Coordinator at the Des Plaines Public Library is for you!

SALARY RANGE: \$28.25 - \$34.86 DOQ

SCHEDULE: Tuesday from 9 am - 5 pm  
Thursday from 1 pm - 9 pm  
Saturday from 9:30 am - 1:30 pm

DUTIES:

- Engages with, identifies, and assists patrons who may benefit from social services.
- Provides short-term support and guidance to patrons experiencing life challenges, including housing instability, mental health issues, and substance use.
- Helps patrons navigate community services, including understanding eligibility requirements, and accessing resources.
- Maintains confidentiality and follows appropriate professional code of ethics at all times.
- Provides immediate referrals and resources in the event of a crisis.
- Provides support to staff regarding patrons with social services needs.

MINIMUM QUALIFICATIONS:

1. Bachelor's degree from an accredited university in a field such as social work, public health, human services, or psychology.
2. Three to five years of experience in the social work, or mental health field.
3. Available to work evenings and weekends.