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## NOTICE OF JOB OPENING

### **Aging Services Assessor**

Appalachian Council of Governments (ACOG)/Area Agency on Aging (AAA)  
Full Time with excellent benefits

ACOG is seeking an Assessor to assess senior clients for appropriate services within the six-county South Carolina Appalachian Region. This position will assist clients by completing the intake application, assessing needs, determining eligibility, researching available options, and directing consumers to appropriate aging or disability services. The Assessor will drive to the client's home or to a senior center for the assessment. Qualified applicants will have first-rate administrative skills for accurate client files and data entry, and excellent oral communication skills to effectively communicate with seniors to determine their needs.

### **QUALIFICATIONS**

Bachelor's degree with a minimum of two years of experience in social work, public health, nursing, or a related field; OR equivalent combination of training and experience with demonstrated competence to fulfill duties assigned to this position. Must become State Health Insurance Plan (SHIP) certified within one year of hire. An automobile will be provided for the Assessor to travel to client assessments. A valid driver's license and clean driving record for the past three years are required.

A complete job description can be found on our website [here](#).

The application deadline is March 15, 2024.

Please email or deliver a cover letter, resume, and references to Tim Womack at:

Appalachian Council of Governments

Attn: Tim Womack

30 Century Circle

Greenville, SC 29607

[twomack@scacog.org](mailto:twomack@scacog.org)

*ACOG is committed to creating a diverse work environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment.*