

Job Title	Community Work Incentives Coordinator
Employer/ Agency	Houston Center for Independent Living, Inc
Job Description	<p>This position is full-time and provides benefits and work incentive consulting and financial education to Social Security beneficiaries on Social Security Disability Insurance (SSDI) and Supplemental Security Income (SSI).</p> <p>The CWIC provides Work Incentive benefits analysis, planning, and assistance, to individuals with disabilities to help them understand how employment income will increase their financial well-being and affect their federal and local benefits. The CWIC works one-on-one (by phone, email and in person) with the beneficiary to promote employment by helping them understand SSA and other benefit program rules impact of on earned wages. The HCIL CWIC also will provide financial education and literacy one-on-one and groups to youths and their families to aid them in lessen dependency on government benefits. Some Gulf Coast County travel is required to conduct the above services. The position may require working flexible hours, including some weekends and evenings.</p> <p>DUTIES AND RESPONSIBILITIES:</p> <ol style="list-style-type: none"> 1. Provide work incentives consulting services to support employment goals for SSA beneficiaries with disabilities ages 14 to 64. 2. Documentation: Enter complete and accurate data into the assigned database system. Keeps accurate case notes on service delivery and completes all required documentation and reports. 3. Understand SSA disability benefits and other federal and state benefits/programs, the implication of earned income on those programs, associated work incentives; and communicate the complexity these programs to people with a diverse range of disabilities (physical, sensory and behavior), family members and service providers in a culturally appropriate manner. 4. Understand financial educational materials and be able to present them in a group setting or on a one-to-one basis to people with a diverse range of disabilities (physical, sensory and behavior), family members and service providers in a culturally appropriate manner.
Qualifications	MINIMUM REQUIREMENTS: Bachelor's degree in health, social work, social science or a closely related field. The equivalent of 6 years education and experience may also be considered. Ability to complete necessary training and certification. Selected applicants are subject to, and must pass a full background check. Positive attitude about work is a must. Ability to travel throughout some of the Gulf Coast Counties in HHSC Region 6 service area independently.
Salary/Hours	DOE
Employer/Agency	Houston Center for Independent Living, Inc

City, State, Zip	Houston, TX
Email Address	houstoncil@yahoo.com
Application Method	Please submit a letter of interest and a copy of your resume to houstoncil@yahoo.com
Opening Date	Immediate

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.