

**POSITION OPEN  
CSBG/LIHEAP  
CASE WORKER I**

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An Associate Degree in Social Work or related field At least two years working in a social services environment. Ability to work with clients, scheduling appointments, interviewing, counseling , completing client intakes to determine client's needs for financial assistance, performing client follow-ups, managing case work, including developing reports and tracking data to meet overall program goals. Must be proficient in using Microsoft tools, and demonstrate a capacity to communicate professionally verbally and in writing. Have daily access to an automobile.

**Duty Station: Adams County Office (1)**

**Candidates who are interested in this position MUST mail their cover letter, resume, three letters of reference, proof of Diploma or Degree and Transcript to:**

**Human Resource Department  
AJFC Community Action Agency, Inc.  
P. O. Box 3011  
Natchez, MS 39121  
Fax to: (601) 442-9572**

**Deadline to apply for this position is Close of Business (COB), May 3, 2019**

**“An Equal Opportunity Employer”**