



Area Agency on Aging  
of Broward County

## **Information and Referral Specialist**

The Area Agency on Aging of Broward County (AAABC) is a nonprofit organization serving Broward County's senior residents, age 60 or older. The AAABC plans, develops, coordinates, and evaluates programs; funds services; and is the prime Advocate for residents of Broward County, Florida, 60 years of age or older. We are your one-stop source of information regarding services in Broward County, Florida, for seniors, persons with disabilities, ages 18 and over, their families, and caregivers.

The Information and Referral Specialist assists the needs of the aging population and adults with disabilities and is the first point of contact for consumers looking for assistance through our Helpline. The Specialist responds to inquiries by providing information, referral, and assistance to, or on behalf of clients.

The position is on-site to assist walk-in clients as well as taking telephone calls.

The qualified candidate must have either a bachelor's degree from an accredited university or college or have an associate's degree from an accredited entity or have a high school diploma or GED and three (3) years' experience in I&R services, case management, call-center services or related social services work experience. Must have excellent computer skills. Fluency in English and Spanish preferred.

Interested applicants should apply on [ZipRecruiter.com](https://www.ziprecruiter.com) to complete screening questions.