

Greater Wisconsin Agency on Aging Resources (GWAAR)

Position Title: Elder Abuse Program Specialist

Supervisor: Program Specialist Manager

Position Status: 30 hours per week, exempt; standard business hours (Monday–Friday).
This is a remote position.

Position Summary: The Elder Abuse Program Specialist serves as a subject matter expert on elder abuse, providing technical assistance, training, and strategic support to agencies across Wisconsin. This role collaborates with state bureau staff, counties, tribes, and various agencies to strengthen elder abuse prevention efforts, ensure effective policy implementation, and enhance program operations. Additionally, this position provides leadership in domestic violence program management, tribal APS system development, and statewide outreach efforts.

Essential Job Functions:

- Provide expert guidance, policy interpretation, and oversight for statewide elder abuse initiatives.
- Develop and disseminate best practices, technical assistance, and training for county elder abuse programs.
- Work with state bureau staff to develop and update elder abuse program guidelines, policies, and staff training.
- Coordinate with agencies and other partners to develop training in various formats.
- Plan and support the Adult Protective Services (APS) Conference and APS Round Table discussions.
- Participate in and support I-Team meetings.
- Provide case consultation for local investigations and reporting as needed.
- Represent the agency on county, regional, and state committees, as well as at conferences, seminars, and meetings related to elder abuse.
- Collaborate with the Wisconsin Aging Advocacy Network (WAAN) on elder abuse advocacy issues.
- Serve as a statewide source of expertise and consultation on domestic violence.
- Support and connect local domestic violence agencies.
- Develop and implement statewide training and technical assistance for domestic violence service providers.
- Provide backup support to GWAAR's Elder Abuse Hotline.
- Support and enhance County/Tribal communication and collaboration by sustaining the Tribal APS Roundtable and training initiatives, expanding an I-Team approach to APS response within Tribal nations, and serving as a liaison to nationwide efforts.
- Monitor and facilitate the GWAAR APS listserv for peer-to-peer consultation and knowledge sharing.
- Coordinate with the State APS team to ensure critical updates are effectively communicated via websites and other platforms.
- Assist counties and tribes with Aging Plan development and yearly goals.
- Other duties as assigned.

Qualifications:**Education:**

- Bachelor's degree from an accredited college or university.

Experience:

- Minimum of three years of experience in Adult Protective Services (APS) or programs serving older adults.
- Experience in policy interpretation, technical assistance, and program operations related to APS and elder abuse prevention.
- Experience in training development and conference planning.
- Supervisory experience preferred but not required.
- Strong organizational skills, initiative, and ability to work independently.
- Excellent written and verbal communication skills.
- Ability to travel within Wisconsin, including occasional overnight stays.
- Valid Wisconsin Driver's License.

Send cover letter and resume to the following:

Jean Lynch, Program Specialist Manager

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