

☀️ NOW HIRING: ELDER BENEFIT SPECIALIST

Marquette County – Department of Human Services

Full-Time | \$24.59–\$27.48 per hour

✉️ Send resumes to: mzuehls@marquettecountywi.gov

📅 Preference given to applications received by Friday, September 4, 2026

❤️ Make a Difference in the Lives of Older Adults

Are you passionate about helping people, advocating for others, and connecting individuals with resources that can make a real difference in their lives?

Marquette County Human Services is looking for a **dedicated Elder Benefit Specialist** to help adults age 60 and over understand and access important benefits and services.

In this role, you'll serve as a trusted resource for older adults by providing information, counseling, advocacy, outreach, and education related to healthcare, prescription drug coverage, housing, public benefits, financial concerns, and elder rights.

This is an opportunity to build meaningful relationships, advocate for your clients, and make a **direct impact in our community**.

☀️ What You'll Do

- Help older adults navigate **Medicare, prescription drug coverage, housing, and other benefit programs**.
- Provide assistance with eligibility assessments and applications for public benefits.
- Advocate for clients when benefits are reduced or denied, including assistance with appeals and hearings.
- Conduct outreach, educational presentations, and home visits when needed.
- Connect older adults with community resources and appropriate services.
- Maintain accurate and confidential client records and complete required state and federal reporting.
- Work with community agencies and supervising legal assistance providers to advocate for clients.
- Research, analyze, and resolve benefit-related questions and problems.

👋 What We're Looking For

- **Bachelor's degree**, preferably in Human Services or a related field.
- Experience working with older adults and/or knowledge of public benefit programs is preferred.

- Excellent written and verbal communication skills.
- Strong research, problem-solving, analytical, and advocacy skills.
- Ability to explain complex information in a clear and understandable way.
- Ability to work independently while also being part of a team.
- Valid Wisconsin driver's license and access to insured transportation.
- Ability to successfully complete required Aging Network training and background checks.

Why Work for Marquette County?

We offer a **competitive compensation and comprehensive benefits package**, including:

- ✓ **Low-Deductible Health, Dental & Life Insurance** with employer contribution
 - ✓ **Wisconsin Retirement System (WRS)**
 - ✓ **Vacation provided up front**
 - ✓ **Monthly sick leave accrual**
 - ✓ **11.5 paid holidays + 2 floating holidays**
 - ✓ **Optional employee-paid vision, accident & critical illness, disability, additional life insurance, and cell phone plans**
 - ✓ **Public Service Loan Forgiveness (PSLF) eligibility** — your public service may qualify toward federal student loan forgiveness
 - ✓ **Training and professional development opportunities**
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Join Our Team & Make a Difference

If you're looking for meaningful work where you can **help people, advocate for older adults, and make a lasting impact in your community**, we'd love to hear from you!

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Marquette County is an Equal Opportunity Employer.