



# Lewis-Mason-Thurston Area Agency on Aging

3603 Mud Bay Rd W  
Olympia, WA 98502-2539

Area Agency on Aging

Phone: (360) 664-2168 • Fax: (360) 664-0791 • [www.lmtaaa.org](http://www.lmtaaa.org)

June 25, 2010

Dear Interested Person:

In response to your interest in a Case Manager position with LMTAAA, I am sending you an application packet consisting of an application and a job description.

The Lewis-Mason-Thurston Area Agency on Aging (LMTAAA) is a local governmental agency which receives federal and state funds to plan, advocate for, develop, coordinate, and support a comprehensive and coordinated service delivery system for the elderly, as well as some adults with disabilities, in the three county area. LMTAAA provides Information & Assistance/Case Management services in the three county area to insure access to needed social and health services for the elderly, as well as younger adults with disabilities receiving DSHS in-home personal care services. Case Managers assess client need; develop, implement and monitor service plans; and authorize state funded in-home care services, enabling our clients to remain in the community at their highest level of functioning for as long as possible. This is a fast paced position, requiring attention to detail.

The LMTAAA provides a wide variety of benefits to its employees; including a choice of health plans, vision, dental and life insurance for the employee, some dependent coverage under these insurance plans, retirement benefits under the Public Employees Retirement System (PERS), 15 holidays per year, 13 hours per month of alternate leave, and optional Employee Assistance and Deferred Compensation programs. LMTAAA has a 10-step salary schedule. The salary range for this position is \$3,292 to \$4,380 per month, initial placement depending on qualifications.

If after reviewing the enclosed information you would like to be considered for a position, please return a completed application, a resume and a cover letter listing three professional references. The position closes when filled.

Sincerely,

Marilyn Trent  
I&A/CM Program Manager

Enclosures

MT/jm