

Employment Opportunities

EO-18-01
July 7, 2017

To: LeadingAge Wisconsin Members & Subscribers

From: Pam Walker, Executive Secretary
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Subject: Positions Available:
Executive Director/CEO, Markesan
Nursing Home Administrator, Viroqua
Chief Executive Officer, La Grange Park, IL
Assistant Nursing Home Administrator, Cedarburg

“Employment Opportunities” (EO) is a job clearinghouse for non-profit organizations. A one-time listing in Positions Available for LeadingAge Wisconsin members/subscribers is \$50 for a direct reply and \$75 for a blind ad. The fee for non-members for a one-time listing in Positions Available is \$100 for a direct reply and \$125 for a blind ad. A one-time listing in Position Wanted is \$50 for a direct reply ad and \$75 for a blind ad. Blind ads for Position Wanted must be submitted with 10 copies of the applicant’s resume. Submit copy, not to exceed 150 words in length, with the appropriate remittance to the LeadingAge Wisconsin office. **Employment Opportunities are now included in our weekly e-News newsletter. Employment Opportunities must be submitted by close of business Friday prior to the week of the ad posting.** Ads submitted also are displayed on the LeadingAge Wisconsin web site which can be found at www.leadingagewi.org/employment-opportunities.

Position(s) Available:

EO-PA-294 Executive Director / CEO - Markesan Resident Home (MRH) located in Markesan, Wisconsin is a recognized leader in health care and senior services throughout the region. As a not-for-profit corporation providing

services to the aging population for over 58 years, MRH has gained the reputation for outstanding quality and excellent resident care. The organization offers options to accommodate the changing needs of our aging population, providing a continuum of care that includes assisted living, memory care, skilled nursing care and short term rehabilitation services promoting the physical, social, and individual needs of residents. Accountable to the Board of Directors, the Executive Director/ CEO is responsible for the leadership and total operation of Markesan Resident Home. The right candidate will embody and articulate the vision and mission of the organization and will be both entrepreneurial and innovative in developing strategies, resources, and services to ensure its long-term viability. Successful leadership experience is critical, within a high quality, service oriented retirement and health care setting. The successful candidate will be able to articulate a vision, create consensus, motivate people for measurable and successful outcomes and build community-based partnerships. The candidate will also be a high-energy, talented and passionate leader who will build strong working relationships with those directly involved with MRH and the broader community. Bachelor's degree (Master's degree preferred) and a current Wisconsin NHA license is required. Expressions of personal interest and recommendations, held in strict confidence, may be directed to: Larry Jenkins, CEO Selection Committee, 1130 N. Margaret Street, Markesan, WI 53946 (920-229-8827) or emailed to idezinski@mrhome.org Applications will be accepted through July 15th or until a successful candidate is chosen.

EO-PA-297 Nursing Home Administrator - Vernon Manor Nursing Home, a Vernon County owned and operating facility, is actively seeking an administrator to be responsible for the overall operation of our 90 bed skilled nursing facility. This position is responsible for directing the overall operation of the nursing home within the policies to assure that the highest degree of quality resident care is maintained at all times.

Graduation from an accredited college in Health Care Administration or a related course of study; minimum of three (3) years of experience as Administrator in a comparable facility; or any acceptable combination of experience and training. Must meet Wisconsin Nursing Home Administrator licensing requirements.

Must pass background check and pre-employment drug screen.

Job description, wage scale and application available at www.vernoncounty.org. Deadline to apply is Friday, July 21, 2017.
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EO-PA-299 Chief Executive Officer - Plymouth Place, a continuing care retirement community in La Grange Park, IL, has retained Witt/Kieffer to aid in the recruitment of its Chief Executive Officer (CEO).

Plymouth Place opened their doors in 1944, founded by members of the Congregational Churches of Illinois. First conceived as a community where older adults could enjoy security and fellowship, their mission has never wavered. Residents there enjoy a culture of independence with the tremendous benefits of Comprehensive Life Care, an all-inclusive plan for estate protection and full continuum of long-term health care for those who need it. Plymouth Place consists of 182 Independent Apartments, 52 Assisted Living Apartments, a 26-Suite Small House Model Memory Care Unit, and an 86-bed Skilled Nursing Facility.

The CEO reports directly to the Board of Directors, and will work with the Board to develop and implement a multi-year strategic plan for Plymouth Place. He/she will also contribute to the development of additional strategies and initiatives to ensure the long-range sustainability of the organization. The CEO will ensure that Plymouth Place continues to be focused on high quality care and customer-service, affording residents an opportunity to enjoy a high quality of life. Keys to the success of this position will be the ability to identify operational and organizational structure improvements, and be adept at managing changes in a mature, purposeful, considerate and collaborative way.

Plymouth Place is seeking candidates with a minimum of seven years of progressive experience in leadership of a senior living, health care, hospitality or business organization. A graduate degree in Business Administration or Health Care Administration is also preferred.

We welcome your confidential expressions of personal interest and nominations of qualified colleagues. Inquiries, questions and materials concerning this search should be submitted via email to Beth Nelson and Diane Tanking through the office of Lisa DeSimone Arthur at lisad@wittkieffer.com.

EO-PA-300 Assistant Nursing Home Administrator - Lasata Senior Living Campus, owned and operated by Ozaukee County, is looking for an Assistant Licensed Nursing Home Administrator. This position assists the Campus Administrator in the overall management and operations of the Lasata Campus, including supervising all financial, purchasing and HR functions. Directly supervises all daily operations of the Care Center Administration Offices. Assists Campus Administrator to ensure Lasata Care Center and

Lasata Crossings are in compliance with all State/Federal codes. Serves as Acting Administrator in the absence of the Campus Administrator.

Chairs, co-chairs and participates in a variety of Campus and County committees such as Quality Assurance, Safety, Corporate Compliance, Infection Control, Marketing and Wellness. Works with departments to develop, implement and monitor performance improvement plans, policies and procedures in accordance with facility and industry goals and county, state and federal rules and regulations.

Coordinates Human Resource functions for entire Campus including contract negotiations, Worker's Comp, Unemployment, FMLA, etc. Advises and assists department managers with advertising, interviewing, orientation, disciplinary action, termination, etc. of employees. Backs up all practices related to payroll.

Directly supervises and manages functions of the Care Center Administration Department including Business Services Manager, Administrative Coordinator, and Central Supply department. Oversees procurement and appropriate use of Care Center supplies, equipment and assets.

Assists in preparation and analysis of campus financial reports and annual budgets. Assists in preparation, review and resolution of employee and resident/tenant investigations and grievances. Assists in campus survey process and plans to correct deficiencies.

Performs other duties as assigned including assuming responsibility of the entire Campus operations in the absence of the Administrator including 24-hr on-call coverage. Has direct daily supervision of one Business Services Manager, Administrative Coordinator/Payroll and Central Supply Aide. Directs and advises on a daily basis 9 department managers. Assumes operational responsibility for the entire Campus in the absence of the Administrator.

Education Requirements:

- Candidates must possess a Bachelor's degree in Health Care Administration or another Health Care related field.
- A Wisconsin NHA license is required within 6 months of employment.
- A current nursing home administrator license is preferred.

Experience Requirements:

A minimum of 3-5 years supervisory/financial experience in a long-term care is required.

Please submit resume and complete an online application at
www.lasatacampus.com

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