

Employment Opportunities

EO-18-26

June 1, 2018

To: LeadingAge Wisconsin Members & Subscribers

From: Pam Walker, Executive Secretary
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Subject: Positions Available:
Nursing Home Administrator - Dodgeville, WI
Director of Senior Services, Germantown, WI

“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 bi-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-385 Nursing Home Administrator - Iowa County, Bloomfield Healthcare and Rehabilitation a skilled nursing facility is seeking a Nursing Home Administrator. This 65 bed facility is located 5 miles outside of Dodgeville, 45 miles west of Madison. The Nursing Home Administrator

directs all operations of this facility, including \$5.6 million annual budget and approximately 100 employees.

Qualifications include Bachelor's degree in Health Care, Nursing Home, Public or Business Administration, or related field; two years long term healthcare industry management experience, or any combination of education and experience that provides equivalent knowledge, skills, and abilities. Candidates must possess current Nursing Home Administrator's license or meet State licensure requirements. Candidates must pass a background check, and authorize personal credit report under the Fair Credit Reporting Act.

This position is an exempt position. Salary will be based upon candidates' qualifications, and is negotiable with a generous comprehensive benefit package. Required application, benefit package information, and detailed job description that include job responsibilities and qualifications are at www.iowacounty.org or available at Iowa County Employee Relations., at 222 N. Iowa St., Dodgeville, WI 53533 or call (608) 935-0374. First review of applications is scheduled for Wednesday, June 20, 2018. Applications will be accepted until a qualified candidate is hired. EOE

Tentative Timeline (subject to change):

First review: Wednesday, June 20, 2018.

Interviews: Week of June 25 and July 2, 2018.

County Board Appointment: July 2018

EO-PA-386

Director of Senior Services - At Christian Family Solutions, we have a zeal for helping seniors live fulfilling lives as they continue to age. We provide compassionate, high-quality care in a family-centered Christian atmosphere.

We are looking for an experienced industry professional to direct our programs and services, taking us to the next level of service delivery.

The Director of Senior Services will ensure that operational best practice standards are utilized to develop and implement strategic plans to increase efficiency, effectiveness, service delivery, and sustainability among all senior services programs and services to include In-Home Care, RCAC and CBRF operations.

The Director must assume an entrepreneurial spirit and embrace critical questioning, innovation service expansion and continuous improvement, and drives the expansion of senior service programs, particularly In-Home care.

Specific job duties include the following:

- Plan, implement, monitor, direct, and evaluate all aspects of Senior Service operations consistent with the mission, core values and strategic goals of CFS.
- Continually monitor and assist with new business development and business expansion opportunities, particularly within in-home care services.
- Represent the senior living communities and in-home care programs and services to outside agencies, including governmental agencies and third party payers.
- Represent and maintain senior service quality initiatives with credentialing bodies.
- Work in collaboration with the Marketing Department to develop and implement marketing plans and provide the necessary leadership to support organizational goals.
- Interpret Senior Service policies and procedures to employees, residents, family members, visitors, government agencies, etc. and ensure adherence.
- Accountable for the financial performance of all senior services programs.
- Train, mentor, motivate, engage and inspire staff to foster team work and ensure smooth operations while integrating corporate values.
- Ensure adequate support and back up coverage is available to cover absence of program management staff.
- Remain current in all aspects of aging trends and services, including funding and advocacy options and be able to effectively transmit information to staff.
- Ensure that resident's rights to fair and equitable treatment, self-determination, individuality, privacy, property and civil rights, are well established and maintained at all times.
- Model Christian faith based principals and behavior consistent with the beliefs and mission statement of CFS.

Qualifications:

- A Bachelor's degree in Health Care Administration or equivalent.
- Five years' experience in Health Care management.
- Experience in developing and expanding In-Home Care programs a must.
- Assisted Living Administrator Certification a plus.
- Experienced in service delivery to the aging population.
- Excellent business communication skills, written and verbal.
- Comfortable delivering professional presentations and speaking in front of an audience.

- Ability to negotiate with outside vendors and represent WLCFS in the best light.
- Strong leadership and management skills, with the ability to lead and mentor other managers.
- Problem solving and critical thinking skills.
- Valid Wisconsin Driver's license with satisfactory driving record.
- Willingness to be available for evening and weekend emergencies.
- Intermediate computer skills, knowledge of Microsoft Office, Outlook and Excel.

Visit our website to apply by clicking here:

<https://recruiting.paylocity.com/recruiting/jobs/Details/39070/WLCFS-Wisconsin-Lutheran-Children/Director-of-Senior-Services>