

## Employment Opportunities

EO-445

May 15, 2024

“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 onetime listing in Positions Available is \$100 for a direct reply and \$125 for a blind ad.

Employment Opportunities are typically included in our *Member Updates* newsletter. Ads submitted also are displayed on the LeadingAge Wisconsin website which can be found at:

[www.leadingagewi.org/services-education/employment-opportunities](http://www.leadingagewi.org/services-education/employment-opportunities).

### **EO-1036 Director of Adult Living Services – Sparta, Wisconsin**

Morrow Home Community is now hiring for a Full-Time Director of Adult Living Services. Earn up to \$5,000 in bonuses after 1 year!

This individual will be salaried at 80 hours per bi-weekly pay period and will have a flexible generally Monday through Friday schedule.

The Director leads all business operating functions of the two RCAC's, the CBRF, and the Independent Living apartment complex with a total of 110 apartments – and growing!

Watch your work make a positive difference in the lives of others!

Morrow Home Community Adult Living Services  
331 S Water St. Sparta, WI 54656

#### **Benefit Eligible**

- Choice of 2 Health Care plans, with Gundersen, Mayo, and Neighborhood Family Clinic in-network!
  - Health Savings Account and Flex Spending Account options available
- Dental
- Vision
- Term Life Insurance (employee and family)
- Flex 125 Spending
- Short Term Disability
- 401k with match
- Generous PTO plan

Most benefits are available the 1st of the month, following 30 days of employment.

**Reports To:** Chief Executive Officer

### **Responsibilities**

The Director has the primary responsibility of leading all business operating functions in the RCAC, CBRF, and Independent Living community and is responsible for the successful leadership and management of the community. The Director is accountable for assuring that the division of Adult Living Services meets the goals of the entire organization while maintaining current standards of practice and state and federal regulations. The Director is responsible for the successful leadership and management of the entire Assisted Living Community and directly supervises all assisted living staff.

### **Qualifications & Experience**

- **Required Education:**
  - WI CBRF Certification (or willing to obtain certification within 6 months of hire).
- **Preferred Education:**
  - Baccalaureate degree with a major in nursing.
  - Registered Nurse currently licensed to practice in the state of Wisconsin.
- **Experience:**
  - At least two (2) years of experience in a leadership role in an Assisted Living or similar facility.
  - At least two (2) years of experience working with the dementia-related population.
- **Skills:**
  - Sound clinical and assessment skills with knowledge of clinical practice in geriatric nursing
  - Current CPR certification an advantage
  - Strong communication, interpersonal, and team building skills with well-developed problem solving and conflict management skills
  - Proficient in Microsoft Office suite products including Word, Excel, PowerPoint, and Outlook, as well as the Google suite of Mail, Calendar, and Drive
  - Must demonstrate the ability to promote a positive organizational structure and climate.

### **Additional Information**

Contact Morrow Home Community, 331 S. Water Street, Sparta, WI 54656, 608 269-3168.

E-mail: [hr@morrowhome.org](mailto:hr@morrowhome.org) for questions or inquiries.

Please note: Morrow Home Community will conduct criminal background checks on applicants prior to selection. All new employees are required to receive an annual flu vaccine and may be required to have other vaccinations based on current federal and state requirements or confirm religious or medical exemption. EOE