

Employment Opportunities

EO-18-29

June 28, 2018

To: LeadingAge Wisconsin Members & Subscribers

From: Pam Walker, Executive Secretary
pwalker@LeadingAgeWI.org

Subject: Positions Available:
Director of Environmental Services, Manitowoc
Chief Financial Officer, Sheboygan Falls
Chief Human Resource Officer, Alma, MI

“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-391 Director of Environmental Services - Felician Village, on the beautiful shores of Lake Michigan, is seeking a key individual to join our management team. We are a CCRC with a total of 300 beds across

our campus. Under the sponsorship of the Felician Sisters, you will join a team of professionals committed to continuing a 130 year tradition of providing exceptional care to our residents in an array of senior living environments.

Join an organization that has been voted BEST of the LAKESHORE eight consecutive years

This Full-Time Position Will be Responsible for the Following:

- Responsible to direct and supervise maintenance, housekeeping and laundry
- Ensure compliance to all building codes and applicable state/federal codes
- Assists with the development of budgets
- Oversee all necessary maintenance of the building, ground and equipment
- Works with external vendors for building needs
- Investigate and problem solve equipment and mechanical failures

Qualified Candidates Must Meet the Following Qualifications:

- 3 - 5 years of related experience
- Certifications in facility or plant maintenance preferred but not required
- Previous life safety experience
- Working knowledge of refrigeration, electrical, plumbing and general construction
- Working knowledge of building, state/federal, and life safety codes
- Excellent problem solving skills

Interested candidates should send a resume for confidential consideration to:

Felician Village: Director of Human Resources
mhillmer@felicianvillage.org
1635 S. 21st Street
Manitowoc, WI 54220

EO-PA-392 Chief Financial Officer - Pine Haven Christian Communities has an exciting opportunity for an experienced candidate to join our Leadership Team as our Chief Financial Officer. As a member of our multi-disciplinary Leadership Team, the CFO provides input on operational decisions and the long-term strategic direction of the organization.

Pine Haven Christian Communities is a multi-campus, senior living community serving residents in our facilities in Sheboygan Falls and Oostburg. We provide a broad spectrum of services, including

rehabilitative therapy, independent living with services, assisted living, dementia care and skilled nursing. Pine Haven provides loving Christian care in modern facilities to nearly 300 residents.

The CFO has overall responsibility for strategic and operational aspects of finance and accounting. The CFO will partner with the CEO, Leadership Team, Finance Committee and Board of Directors to ensure Pine Haven Christian Communities meets its financial and business goals. These functions will include developing annual operating and capital budgets; reviewing, interpreting and communicating financial reports for the Leadership Team, Finance Committee, Board of Directors and external parties; overseeing the long-term financial planning and analysis functions; analyzing new business and investment opportunities; identifying and analyzing financing alternatives; establishing accounting policies and ensuring financial reporting is in accordance with accepted accounting principles and complies with legal, audit and regulatory requirements; identifying insurance needs of the organization; monitoring all aspects of short-term funding needs; reviewing and approving governmental filings; ensuring compliance with bank and loan covenants; working with social services and residents and families regarding financial concerns.

The successful candidate will understand, embrace and support Pine Haven Christian Communities' mission, vision and values. The individual will also have a bachelor's degree in accounting, finance or related field; a minimum five years experience in financial management, preferably in health care; CPA is preferred; demonstrated leadership and team management skills; ability to prioritize and implement multiple projects and tasks; effectively communicate, including complex financial information, with a wide variety of individuals.

For more information, visit our website www.pinehaven.org

Interested candidates should submit resume and cover letter to:

Kelly Honkanen, Human Resources Representative
Pine Haven Christian Communities
531 Giddings Avenue
Sheboygan Falls WI 53085
khonkanen@pinehaven.org

The salary range is \$106,714.00 - \$148,904.00.

EO-PA-393 Chief Human Resource Officer - Located in the friendly community of Alma, Michigan, Michigan Masonic Home is a not-for-profit provider of senior services with a 125+ year legacy. The commitment to providing innovative services and exceptional care has resulted in substantial growth, and today the Masonic Home family includes Masonic Pathways Continuing Care Retirement Community, which offers independent and assisted living, short-stay rehabilitation, skilled nursing and memory care services to over 400 residents; Warwick Living Center Skilled Nursing Community, which provides long term care, respite, memory care, and short-term rehab to 45 residents in three welcoming neighborhoods of all-private rooms; and Live Better At Home, an Information and Referral Call Center.

Reporting to the CEO, the Chief Human Resource Officer (CHRO) is responsible for the overall administration, coordination and evaluation of the human resources function. (S)he will develop policy and direct and coordinate human resources activities, such as employment, recruitment, employee relations, compensation, labor relations, benefits, training, and employee services. Imperative to success in the role is a philosophy of collaboration and consultation, with a strong desire to be engaged and available for the staff. Emphasis will be placed on building a cohesive team, developing a positive departmental culture, and implementing high-level workforce development practices. A philosophy and personal brand of leadership that includes an open door policy and an enthusiasm for supporting staff through education and implementation of a cohesive onboarding process to enhance retention, as well as the ability to oversee risk management, compliance, HRIS and union relations is key. This is an exceptional opportunity to become a senior level leader within a highly regarded faith-based retirement services provider in Michigan.

The finalist candidate will possess vision, high level thinking and planning, and technical knowledge of daily human resource operations. Excellent oral and written communication skills and highly effective interpersonal skills are essential. Union experience is necessary in order to be take responsibility for union negotiations, grievances, and all interactions with the Union's Business Agent. A minimum of five to seven years related experience. Bachelor's degree (BA/BS) desired, Master's preferred; equivalent combination of education and experience will be considered and familiarity with regulatory environment preferred. Knowledge of Employment Laws, PHR Certificate preferred.

Candidate nominations or expressions of personal interest may be directed in confidence to Holly Hemrick, Project Manager, Deffet Group, Inc., via email: info@deffetgroup.com.