



Employment Opportunities

EO-49

February 6, 2019

To: LeadingAge Wisconsin Members & Subscribers

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

Subject: Positions Available:
Chief Executive Officer – Eau Claire, WI
Executive Chef – Manitowoc, 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 onetime 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-467 Chief Executive Officer – Eau Claire, WI
Grace Lutheran Communities
For more information and to apply: <https://www.graceluthfound.com/CEO/>

Responsibilities:

Reporting to the Grace Lutheran Communities' Board of Directors, the CEO must create an environment that translates the mission of GLC into actions that are conducive to the maximum well-being of the residents and communities being served. The CEO needs to provide visionary leadership and administration of key strategic initiatives to keep GLC at the forefront of the industry. The CEO provides the daily leadership for attracting, developing, and retaining talent; achieves short and long term financial objectives; ensures compliance to mitigate risk; anticipates industry trends; and engages in business development activities to advance the reputation and services of GLC.

Essential Functions:

- Effectively achieves with distinction, perseveres despite resistance, and influences others
- Strategically develops broad, long-range objectives and plans that meet contingencies
- Displays strong human relationship building and interpersonal abilities; builds strong rapport with others that results in collaboration and trust
- Establishes effective working relationships; willingly and skillfully manages conflicts
- Actively follows up and holds employees accountable for completion of assigned work and meeting/exceeding standards
- Assesses situations and envisions solutions which meet the organization's unique needs
- Displays self-knowledge of strengths and needs, and identifies resources where there are gaps
- Establishes and achieves challenging goals through ambition and execution skills
- Proactively thinks and plans to assign workload to subordinates
- Stewards resources to get things done effectively and efficiently
- Reacts to duress in a balanced manner as needed to sustain performance levels
- Demonstrates effective time management, ensuring priority issues receive appropriate focus and effort
- Instructs in a manner so that others learn and develop skills needed to achieve objectives

Special Features/Requirements:

Bachelor's degree required, Master's degree desired. Financial acumen to manage operating budgets, financial statements, and other related fiscal reports. 5+ years of progressively responsible senior management experience in an organization of comparable size and complexity including multiple locations. Experience working with nonprofit boards. Measureable success in creating a culturally competent organization. Fundraising/development experience desired. Experience in eldercare services.

EO-PA-468 Executive Chef – Manitowoc, WI

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 nine consecutive years

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

- Schedule labor for cooks as required by anticipated business activity while ensuring that all positions are staffed when and as needed and labor cost objectives are met.

- Is responsible for ongoing training and professional development of staff members.
- Prepare all required paperwork, including forms, invoices, reports and schedules in an organized and timely manner.
- Effectively communicates to management to ensure effective and efficient operations without issue.
- Control food cost and usage by following proper requisition of products from storage areas, product storage procedures, standard recipes and waste control procedures.
- Negotiates with vendors on pricing, specials, and incentives, aligned with overall branding.
- Conducts daily line checks, food reviews and recipes of the day. Ensures that clear feedback is provided to the entire kitchen team, including staff and management.
- Write, maintain and update all menu specifications and recipes.
- Implement and manage the kitchen's budget.
- Development of menus for each area along with the culinary team

Qualified Candidates Must Meet the Following Qualifications

- Should possess a Serv Safe Certification
- Previous experience as an executive chef and kitchen manager required
- Must be able to communicate clearly with managers, kitchen and dining room personnel and residents

Interested candidates should send a resume for confidential consideration to:

Felician Village: Director of Human Resources

mhillmer@felcianvillage.org

1635 S. 21st Street

Manitowoc, WI 54220