DIRECTOR
JACKSON COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES

Under the general direction of the Department of Health & Human Services Board and the Jackson County Board of Supervisors, the Director is responsible for overall fiscal, personnel, and administrative management of the agency according to applicable Federal and State Statutes, DCF and DHS regulations as well as Jackson County Ordinances and agency work rules. The Director assumes responsibility for program overview and evaluation, as well department development and planning. The Director provides guidance and oversight of subordinate supervisors by defining, interpreting and resolving issues related to Health and Human Services programs and job related duties.

REQUIREMENTS: Bachelor’s Degree from an accredited college or university in Public Administration, Social Work, Health Administration, or related field involving social service and health administration; Master's Degree preferred. Ten (10) years of progressively responsible administrative duties within the health and human service environment, including six (6) years of management or supervisory experience. In-depth knowledge of Health and Human Service Programs and laws relevant to program administration required. Salary Range: $65,102 - $81,378 plus an excellent County benefit package.

Resume and completed application materials are required and must be received by May 27, 2016; however, applications will be accepted until a successful candidate has been identified. No e-mailed, faxed or incomplete application materials will be accepted. To apply, request application materials from:

Jackson County Personnel Department
307 Main Street – 2nd Floor
Black River Falls, WI 54615
715-284-0216
susie.meinerz@co.jackson.wi.us
www.co.jackson.wi.us

Jackson County is an EEO/AA/ADA Employer