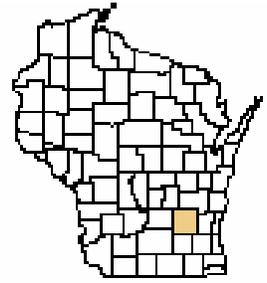


Dodge County Wisconsin



Announces a Recruitment for Administrator/Executive Director of Clearview



*Prepared by the Dodge County
Human Resources Department*

July 2018



Clearview Long Term Care and Rehabilitation

Clearview has been in operation since late 1800's. The previous names of the organization included- County Poor Farm, County Insane Asylum, Dodge County Health Facilities, Dodge County Medical Facilities, Clearview which included both a "Homeside" and "Infirmery". Clearview operated out of two separate buildings, Clearview North and Clearview South, for many years.

On June 30, 2010 groundbreaking occurred on plans for the first time in history to have all of Clearview operations under one roof in a 201,000 square foot building at a cost of \$44.5 million dollars.

In July of 2012, the building was completed ahead of schedule and under budget. The project was built in phases to minimize the cost, but this involved a tremendous effort on the staff to provide continuity of care for several resident moves.

Today Clearview operates with 10 different licenses on the campus, employs 350 individuals and provides care for 264 residents.

- Nursing and Rehabilitation Household provides an open floor plan similar to your own home. Each household has a spacious living area and dining room. We provide care for residents with long-term & short-term care needs associated with Alzheimer's, dementia, rehabilitation and other behavioral health issues in these households.
- Behavioral Health Licensed Household provides structured rehabilitative services for persons with a mental illness, developmental disability or brain injury who are experiencing difficulty managing within their "home" settings. We offer the security of a locked household, while providing a homelike environment where individuals receive the services and support necessary for community reintegration.
- Brain Injury Center has been operation since 1991 and is a post-acute neuro-rehabilitation program. The Center accommodates teens and adults who have experienced a brain injury, impairing their physical functioning and/or cognitive abilities. Our ultimate goal is to help the survivor return to their "home" communities. The Clearview Brain Injury Center utilizes an Interdisciplinary Team Treatment approach to focus on meeting the individual needs of the person through comprehensive assessment. Each plan is individualized to meet the identified expectations and outcomes.
- Individuals with Intellectual Disabilities Household is for individuals with intellectual disabilities which can provide short term rehabilitation, long term residential placement, or respite care. We are state and federally licensed as a facility serving individuals with intellectual disabilities (IID). Our program is as an important link in the care of individuals experiencing a temporary or permanent need requiring specialized services. A distinct advantage is the focus on individual needs and staff trained in the strategies and treatment that result in the most successful outcomes for individuals with intellectual disabilities.
- Assisted Living: Clearview also operates two Adult Family Homes and a Community-Based Residential Facility

Clearview is known throughout Wisconsin for providing new and innovative care including a brain injury rehabilitation center one of 3 in the state of Wisconsin. Other innovations have included a collaboration of thirteen counties known as Marsh Country Health Alliance are working together as a group under the authority of the Wisconsin statues to collaborate care at the Clearview Campus.

The organization had been at a position of reliance on county tax levy to supplement annual operations, but has been in a position of zero reliance on county levy dollars to meet annual operational expenses over the last several years.

The Friends of Clearview has been established over the last few years to accept funds, on behalf of the county, which have been donated to the county by individuals and organizations for the purchase of amenities for the benefit of Clearview residents.



Our Community

The county is home to the 32,000 acre Horicon Marsh, the largest freshwater cattail marsh in the United States. Dodge County has an additional 21,000+ acres of surface water, including 31 lakes and 50 rivers and streams that offer an outstanding natural habitat for over 219 species of birds and waterfowl. Dodge County has 20,918 acres of federal recreation areas, 23,372 acres of state recreation areas and 1,131 acres of county recreation land. Other cultural, arts and recreational opportunities include numerous community theatres, a Center for the Arts, a new YMCA, numerous golf courses, as well as many other sports and recreational activities for all seasons.



Known for its lakes, streams and small towns, Dodge County, Wisconsin offers a peaceful rural environment located within an hours drive of Milwaukee, Madison and Fox Valley metropolitan areas.

Covering 892 square miles, Dodge County has a population of nearly 90,000. The county seat is Juneau. Major cities within Dodge County and their populations include Beaver Dam (15,750), Mayville (5,250) and Horicon (3,700). Other major cities, a portion of which is in Dodge County, include Watertown (23,150), Hartford (14,000), Waupun (10,600) and Columbus (5,000).

Friendly small towns, farm markets, orchards, antique and craft shops and cheese factories can be found throughout the County. The Dodge County Fairgrounds hosts a variety of events, including stock car and harness races as well as the annual County fair.

Located 45 miles northeast of Madison, 60 miles northwest of Milwaukee and 60 miles south of the Fox Valley, Dodge County enjoys close proximity to the State's Capital, world class entertainment, sporting venues, restaurants, and art and culture. The University of Wisconsin, with campuses in Madison and Milwaukee, is nationally acclaimed as an outstanding center of higher learning. All are easily accessible by a quality road system, including US Highway 151.

Dodge County Demographics

Population 89,962
Area 892 Square Miles
Cities 9
Villages 11
Towns 24

History



The earliest inhabitants of Dodge County were hunters and gatherers who used the system of rivers and streams to reach herds of large animals and gather food stuffs. Attracted to the rich soil and bountiful agricultural land, farmers began to settle the area in the 1820s. Dodge County was created in 1836 and named in honor of Henry Dodge, then territorial governor of Wisconsin. The Town of Victory was chosen as the county seat. It was later renamed Juneau, after the son of Solomon Juneau, who founded Milwaukee.

The discovery of iron ore in Mayville in 1845 established mining as an industry in the county. The mines operated for several decades until competition from Lake Superior mines forced them to close. During this time, sawmills and gristmills were widely distributed throughout the county.

In 1875, John Jossie emigrated from Switzerland to Dodge County, where he developed brick cheese and later opened the country's first brick cheese factory in Watertown, which operated until 1943.

Economy

Dodge County is a leader in the production of cheese, barley, alfalfa, hay and peas for canning. Local manufacturers produce a variety of goods including wood products, metal products, lawn care equipment, stainless steel equipment and ice fishing gear.

Major employers include Quad/Graphics, Wisconsin Department of Corrections, Wal-Mart, John Deere Horicon Works, Beaver Dam Community Hospital, Grande Cheese Co, Watertown Regional Medical Center, Mayville Engineering Co., Michels Corporation, Beaver Dam Public Schools and Seneca Foods Corp. Quad/Graphics is the world's second largest print and multi-media provider. With approximately 25,000 full-time equivalent employees worldwide and \$4.7 billion in annual sales, the company operates two facilities in Dodge County, employing nearly 2,700 persons in the county. John Deere Horicon Works and the Beaver Dam Community Hospital account for over 2,000 jobs.

Wisconsin Aviation provides services to the Dodge County Airport, located in Juneau. The Dodge County Airport is home to approximately 60 aircraft ranging from light sport aircraft to business jets. The Airport serves approximately 24,000 take offs and landings a year.



Education

Dodge County is served by nine different school districts, with most students attending schools located in the Beaver Dam School District.

The County is also home to two campuses of the Wisconsin Technical College System. The Moraine Park Technical College (MPTC) campus in Beaver Dam offers more than 100 associate degrees, technical diplomas and certificates. The Madison College has a campus located in Watertown. Madison College is dedicated to providing accessible, high quality instruction and technical experience to meet the needs of its students, community and area employers. More than 90% of MPTC and Madison College graduates are hired shortly after graduation.

County Government

Dodge County is governed by a 33-member elected County Board of Supervisors as well as other elected officials including the County Clerk, Treasurer, Sheriff, Clerk of Circuit Court, Register of Deeds and the District Attorney. The County Board revised its form of government to create the County Administrator position in 2008. The County Administrator serves as the County's chief administrative officer under Section 59.18 of the Wisconsin State Statutes. Dodge County's adopted 2018 budget is \$111 million. The county has a workforce of approximately, 950.



Clearview's Management Team consists of the Administrator/Executive Director; Assistant Administrator, Director of Nursing, Assistant Director of Nursing, five RN Unit Managers, Director of Social and Support Services, Director of Dietary Services, Director of Environmental Services and Director of Fiscal Services.

Administrator/Executive Director

We are building our team and are in search of the best! Our next Administrator/Executive Director will lead our dedicated team in taking excellent care of our residents. Our culture is based on our values of believing it is possible, building an honest and open relationship with our residents and families, nurturing the human spirit, being determined and passionate, pursuing growth and learning, being humble, instilling hope and enriching life. If you value the opportunity to provide a progressive work environment to our staff and are interested in taking Clearview to the next level, we would love to speak with you.

Our Administrator/Executive Director is responsible for overall facility management, profitability, operations, and direction in all aspects. Accountable for, but not limited to, census development, management of accounts receivable and collections, maximization of Net Operating Income, resident/patient care, state and federal survey compliance, positive employee relations, a positive return on investment, an effective business plan and implementation of Facility core programs. Acts as the Facility representative in the facility and community. Follows all Facility policies and procedures. Completes rounds of entire facility premises at least daily to ensure compliance with all policies, procedures and regulations.

Four (4) year Bachelor's degree in Health Care Administration, Business, or related field, five (5) years responsible experience of which three (3) shall have been as administrator of a similar facility. Must be licensed as Nursing Home Administrator in Wisconsin. Related Master's degree is preferred.

Desired Capabilities

- Comprehensive knowledge of specialized principles and practices of facility administration.
- Knowledge of state and federal nursing home regulations and Wisconsin long term care system.
- Ability to effectively administer large multi-facility Campus.
- Ability to establish and maintain a positive working relationship with co-workers, residents, resident representatives, community representatives, news media, related agencies, officials, etc.
- Ability to develop long-term goals, objectives, plans and programs.
- Ability to plan, supervise, and review work of professional and technical staff.
- Ability to effectively present facts, recommendations, and alternative courses of action.
- Ability to analyze and exercise sound judgment in arriving at conclusions.
- Excellent written and oral communication skills.
- Must have flexibility to adjust work schedule to meet resident, staffing and or facility needs.
- Must meet requirements of Dodge County Driver Qualification Policy.

Compensation and Benefits

Starting Range: \$109,220 - \$154,012. However, salary range is commensurate upon the candidate's qualifications and experience. Among the many attractive benefits offered are options for health, dental, life insurance, Long Term Disability, Deferred Compensation, vacation and sick leave, Post Employment Health Plan and participation in the State of Wisconsin's retirement system.

How to Apply

Please submit a cover letter, resume and references to the Dodge County Human Resources Director, Sarah Hinze, at shinze@co.dodge.wi.us or via mail to 127 E. Oak Street, Juneau, WI 53039. Resumes must be received by 4:00 p.m. September 5, 2018.

Confidentiality can only be kept for those requesting it until finalists are determined.

Equal Opportunity Employer M/F/D/V
Minorities/Females encouraged to apply

Recruitment timeline (subject to change without notice):

September 5, 2018	Resume materials due
Week of September 24, 2018	Initial Interviews
Week of October 1, 2018	Second Interviews, County Board and Staff Meet & Greet
October 2018	Confirmation of appointment by Dodge County Board
January 2019	Tentative start date

Contact Information

Requests for further information may be directed to:
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Juneau, WI 53039
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