

# Green County Human Resources

1016 16<sup>th</sup> Avenue

Monroe, WI 53566

Telephone (608) 328-9645 Fax (608) 325-1162

[www.co.green.wi.gov](http://www.co.green.wi.gov)

Clinton D. Langreck; Director

Shianne Broughton; Assistant

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**To:** Notice to the Public

**Subject:** Position Opening — Director of Human Services

**Dead Line:** April 19<sup>th</sup> @ Noon

Green County has a full-time opening for a Human Services Director. The Human Services Department provides client services for a variety of needs such as economic support, aging, disability, children & family services and behavioral health.

## **Duties:**

The Human Services Director implements, administers, coordinates and monitors human services programs in compliance with county, state and federal laws, rules/regulations, and ordinances for Green County. The Human Services Director also develops and monitors the annual operating budget for human services, evaluates client/community needs and services, monitors contracts according to approved fiscal policies, procedures and state compliance requirements, and provides direct service and coordination for emergency sheltering and crisis services. This position is appointed by the Green County Human Services Board as per Wisconsin State Statute § 46.23.

## **Requirements:**

Applicants must have a Master's degree in Social Work, Counseling, Psychology, Sociology, Business, Public Administration, Health Administration, or related field. At least 5 years of progressive responsible in human services experience, including program supervisory experience is desired; or any combination of education and experience that provides equivalent knowledge, skills, and abilities. The ideal candidate should have: strong skills in organizational and fiscal management, ability to provide leadership and direction to the Human Services Department, proven ability to work with elected officials and experience within a Wisconsin County Human Service delivery system.

## **Compensation and Benefits:**

The salary for this position will depend on the applicant's qualifications and experience and ranges from **\$77,792.00 to 96,636.80**. Green County offers a competitive benefits package including: Wisconsin Retirement System, zero deductible health insurance through the Wisconsin Employee Trust Fund, flex spending, deferred compensation, vacation, sick, personal days, nine observed holidays, and voluntary dental, vision, short-term disability, long-term disability, and life insurances.

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## Application:

A completed Green County application and consent forms are required to be considered for this position. A resume, cover letter, and professional recommendation letters, and copies of certifications and accreditations are strongly encouraged.

An electronic and printable application and consent forms are available at the “Employment Opportunities” tab of the Green County website: <http://www.co.green.wi.gov/> Paper applications can be picked up from the Green County Human Resources Department located on the Ground floor of the Green County Government Services Building N3152 State Hwy 81 Monroe, Wisconsin 53566. Applications will be accepted until **April 19<sup>th</sup> @ Noon**. Notifications to selected interviewees will be by closing day April 19<sup>th</sup> as well. Interviews are tentatively set for **April 24<sup>th</sup>**, 2019.

Please submit applications and resume to:

Green County Human Resource Department

N3152 State Rd 81

Monroe, WI 53566

E-mail: [sbroughton@greencountywi.org](mailto:sbroughton@greencountywi.org)

An equal opportunity employer, the County of Green will not discriminate on the basis of handicapped status in admission to or access or treatment of employment or in its programs, services, or activities. Green County requires a drug screening and a physical exam as part of its employment process.

Clinton Langreck

Human Resources Director — Green County