

Sunshine House of Door County
55 West Yew Street, Sturgeon Bay, WI 54235
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sunshinehouseinc.org

Sunshine House of Door County enriches lives to nurture and inspire the human spirit - with Care, Compassion, Partnership and Integrity.

Position Announcement

Chief Executive Officer

Sunshine House of Door County, Wisconsin is a 501(c)3 not-for-profit organization in search of a dynamic, community-minded leader who has a talent for growth and development to assume the role of Chief Executive Officer.

Reporting to our local community Board of Directors, the Chief Executive Officer will be responsible for providing hands on executive leadership and will have overall administrative accountability for achieving the organization's strategic and operating goals. The CEO's primary focus will be to maintain efficient operations, grow our services and continuously improve financial performance. Our CEO will lead our administrative team to achieve high levels of quality, service, employee engagement and client satisfaction. Our CEO will demonstrate organizational performance through measurement and apply metrics in pursuit of continuous improvement. Our CEO will have an understanding of the Door County community and the importance of fostering strong relationships through frequent communication, visibility and professional connections.

We are looking for an experienced leader with a minimum of 5 years in a senior management level position. Our best candidates will have experience working in a service environment that provides care for vulnerable adults. A bachelor's degree in business, healthcare or a related discipline is required. Innovative thinking, a capacity for personal growth, a passion for and commitment to human service, superior communication skills and the ability to foster a positive organizational culture are essential for the success of our CEO.

Because Sunshine House of Door County is a not-for-profit organization, our CEO candidates shall also be responsible for improving, leading and managing our donor management program through strong community involvement as well as to continue working with donors and strengthening donor relationships.

Our CEO will oversee contracts with Wisconsin managed care organizations and local business partners.

Salary range is \$65,000-\$80,000 and the position will be posted until it is filled. Interviews will be scheduled upon application. Applicants should provide a complete resume and three personal references c/o Christine Nelson, Director of Human Resources at cnelson@sunshinehouseinc.org.

About Sunshine House of Door County

Sunshine House of Door County was started in 1971 by a handful of parents to help people in our community that had special needs and disabilities, including development challenges such as cerebral palsy, early onset dementias, strokes or other acquired neurologic conditions. 48 years later we find ourselves supporting more than 85 clients through a variety of services:

- **Personal Care Services** *individualized support for clients in need of total care*
- **Summer Programs** *social and educational programs*
- **Community Employment** *job placement and coaching*
- **Day Services** *social skill building through activities and outings*
- **Senior Services** *personal care for seniors and respite for their care-givers*
- **Business Services** *opportunities for clients to work for local businesses*
- **Resale Store/donations** *a service that connects community with clients*