



Employment Opportunity

General Manager

Date Required: October 15, 2020

Position Status: Full Time

Salary: Competitive, Based on Knowledge, Experience and skills

Application Deadline November 15 2020

Location of Position: Blue Heron Villa, Lake Country

Blue Heron Villa is a 25 suite Assisted Living facility owned and operated by LCSHS, a non-profit society in Lake Country. We are in partnership with IHA, BCH and the DLC. It is situated on Main St in Winfield.

Position Overview:

Our General Manager is skilled in all aspects of the day to day operations of an Assisted Living residence. They are familiar with all aspects of the Assisted Living Act. Have great Leadership and Communication skills. They are able to deal with difficult situations in a timely manner. They are responsible for the overall satisfaction of the residents, their families and staff. This position reports directly to the Board of Directors.

The Successful Candidate Will:

- Have excellent communications skills. Can effectively maintain the established relations between Lake Country Senior Housing Society and its clientele.
- Is highly motivated and able to work well under pressure; is able to meet the high demands of the position.
- Work with a high degree of accuracy and possess strong organizational skills.
- Must be responsible, reliable and a self starter.

Requirements Include, but are not limited to:

- Degree or equivalent diploma in business administration, hospitality management, or health care management or equivalent combination of education and experience.
- Experience in managing service teams in the delivery of client driven services preferably with seniors.
- Extensive HR management experience including staffing, and scheduling, training, education, staff development, performance management and mentorship.
- Operating budget and management reporting experience including variance analysis.
- Strong verbal and written communication skills; able to resolve conflict, facilitate operational planning, coordinate programs and services for the residents and staff with divergent needs/interests. Is confident in the preparation and presentation of written reports.

Compensation: Competitive salary based on necessary skills, qualifications and experience, plus comprehensive employee health benefit package.

If you are a highly motivated individual looking for a challenge, we invite you to submit your cover letter and resume marked "Personal & Confidential" to:

Board of Directors

Lake Country Senior Housing Society

Blue Heron Villa

#100 9509 Main Street

Lake Country, BC V4V 2N3

Email: awhitefoot@shaw.ca

*we appreciate the interest of all applicants however only those selected or consideration will be contacted.