

## **Posting Information**

**Position Title:** Senior Retreat Manager **Position Type:** Full Time

**Position Location:** Alpharetta/Dawsonville, GA **Position Pay:** \$75,000 - \$102,500

**Hiring Manager:** JohnPaul Parraga | [hr@yuniquefoundation.org](mailto:hr@yuniquefoundation.org) | (385) 262-9253

## **Foundation Mission**

We inspire hope in women who were sexually abused as children or adolescents by providing healing services through retreats, support groups, and online resources.

We educate and empower parents and caregivers to protect children from sexual abuse through education and online resources.

We advocate for open discussions about sexual abuse through community dialogue and social awareness.

## **Qualifications**

We are seeking a Senior Retreat Manager to do the following: 1) Develop and execute the Foundation's clinical strategies. 2) Grow and manage the clinical services and operations teams, and 3) Collaborate with the executive team to responsibly grow the capacity of the Foundation.

### *Educational/Professional Requirements*

- **A Master's Degree in mental health with a current Georgia mental health license; such as LCSW, LPC, LMFT, or licensed Psychologist.**

### *Experience Requirements*

- 5+ years in an operations role with clear career progression.
- 3+ years managing or leading an operations team in mental health.
- 3+ years managing or leading a clinical team in mental health
- 5+ years in a management position

## **Responsibilities**

- Unify with the Director of Clinical Services and Director of Clinical Operations to ensure a consistent approach to client care, staff management, and executive/board collaboration.
- Provide management and reporting oversight for all retreat clinical and operations staff.
- Hire, supervise, and terminate retreat management staff as needed to accomplish the work.
- Ensure healthcare compliance adheres to industry best practices and HIPAA.
- Deliver operational support services (e.g. food service, hospitality, etc.) and clinical services to clients.
- Ensure successful implementation of healthcare policies.
- Understand and mitigate the organization's healthcare risk profile.