

Executive Director

Casa Milagro

Wednesday, June 28, 2017

About Casa Milagro:

Founded in 1999, Casa Milagro is a holistic residential community, emphasizing individual strengths, cooperation, arts-based therapies, and companion animals. Our home is a cheerful, 6,000-square-foot house south of Santa Fe on a grassy property with resident-designed and maintained gardens. It has twelve individual rooms for adults who have been diagnosed with a range of chronic mental illnesses. Many are on medications and some have additional health problems. All have faced homelessness at one time or another. Casa Milagro provides a sense of community, family, and belonging. Our staff dispenses medications, helps residents make doctors' appointments and fill prescriptions, and often drives people to appointments. Staff also assists residents with paying their bills, and provides emotional support and structure for a living situation that is safe and sustainable.

Position:

The Executive Director oversees all general operations at Casa Milagro. This includes:

- ❖ Staff supervision and training
- ❖ Oversight of all milieu and resident issues and needs
- ❖ Management of all grant and funding source requirements
- ❖ Completion of weekly fiscal obligations
- ❖ Development of new funding sources
- ❖ Coordination with collateral providers
- ❖ Training interns from local colleges/universities

S/he will work directly with the Board providing the connective threads to sustain this vital program.

Qualifications:

The successful candidate will bring an integrated ability to connect with a wide range of people, demonstrate integrity and dedication, manage all financial aspects of operating a non-profit residential facility, possess excellent written and communication skills, and demonstrate initiative and exceptional team skills. Masters level licensure (LISW, LPCC, LMFT or LPAT) and previous management experience are required.

How to Apply:

Please submit a letter of application that addresses your interest in the position, your compensation expectations, and a resume, including the names and contact information for three references. References will only be contacted for short-listed candidates. The successful candidate will be subject to a background check. Email your application materials to Meryl Lieberman: mlcasamilagro@gmail.com with Executive Director in the subject line.

Deadline for applications is Wednesday July 12, 2017.

Casa Milagro is an Equal Opportunity Employer and prohibits discrimination and harassment of any kind.