

Posted 12/01/2025

Starting \$4,129.60 bi-weekly (1/1/2026)



Unified Community Services
Serving Grant and Iowa Counties

Unified Community Services is seeking an Interim Agency Director (6 to 12 months, with potential for permanency) to lead all administrative, operational, and programmatic functions of our county-supported behavioral health and human services agency. Reporting to the Oversight Commission, the Director oversees planning, budgeting, compliance, service delivery, and strategic program development for mental health, developmental disabilities, and substance use services. This position will provide leadership for a team of 60 to 65 employees and an annual budget of \$7.6 million.

Responsibilities:

- Lead annual and intermediate planning, including budgets, reports, audits, and regulatory submissions.
- Oversee daily operations, financial management, and policy implementation; ensure compliance with state and federal requirements.
- Advise governing bodies on policy, service changes, contracting decisions, and strategic priorities.
- Supervise staff, ensure sound business practices, and maintain consistent administrative and personnel policies.
- Serve as the responsible operator for DHS 75 programs and coordinate legal, facility, and intergovernmental matters.
- Provide regular updates to the Unified Board and Oversight Commission.

Qualifications:

- Strong knowledge of mental health, developmental disabilities, and substance abuse services, with proven administrative and leadership experience.
- Experience in government or intergovernmental operations, public budgeting, and regulatory compliance (Wis. Stats. 51.42/51.437, DHS 75).
- Successful completion of caregiver background checks.
- Valid driver's license, reliable transportation, and required insurance coverage.

This is a highly visible leadership role ideal for a collaborative, systems-focused executive committed to strengthening community-based services across Grant and Iowa Counties.

Competitive salary and comprehensive benefit package, including Wisconsin Retirement System, health, life and disability insurance, training, and paid time off. Screening of applicants will begin immediately and will continue until the position is filled. **Submit resume and letter of interest to:**

Grant County Human Resources
111 S. Jefferson St. – PO Box 529
Lancaster, WI 53813

This is an **Affirmative Action/Equal Employment Opportunity employer** (AA/EEO). All qualified applicants are encouraged to apply including minorities, veterans, women, and persons with work-related limitations.