

Juneau County Department of Human Services

Economic Support Program Manager

A fulltime position as manager of the DHS Economic Support Program of the Juneau County Department of Human Services is available. Qualified applicant will have thorough knowledge of supervisory, administrative, accounting and budgetary principles and procedures. Applicants must have a strong knowledge of the CARES system, program eligibility requirements and State policies and procedures governing all Economic Support programs; excellent oral and written communication skills, be well organized, capable of independent judgment and ability to interpret and apply program policies; and be able to work effectively and cooperatively with a variety of people. Applicants must have a degree with a major in Social Work, Psychology, Business Administration or Public Administration plus experience in Economic Support or five years of increasingly responsible professional experience in Economic Support. Knowledge of the laws, rules and regulations governing county, State and Federal Economic Support programs and knowledge of resources available within the 8 member counties of the Capital Consortium is essential.

Application and resume must be received by 4:00 p.m. on June 3, 2019 to:
Juneau County Personnel
220 E. State Street – Rm 205
Mauston, WI 53948

Applications and job description available on line at www.co.juneau.wi.gov

AN EQUAL OPPORTUNITY EMPLOYER