



Mental Health Matchmakers is recruiting for an administrator for two residential facilities in CA. This program offers academics, skill development and an individualized treatment plan to allow every client to reach their full potential.

Costa Mesa, CA

The Perks:

- Growth opportunities nationwide!
- Salary range of \$68K
- Health, vision and dental insurance after 90 days of employment
- Choice of supplemental benefits, including Short Term Disability and Life Insurance
- Eligible for 100% 401K match of up to 6% of your salary after 1 year of employment
- Paid Time Off that can be used as soon as it accrues
- Tuition Assistance

What you'll do:

- Responsible for day-to-day site operations
- Ensure program facilities are safe, clean and well maintained.
- Provide training and professional development for staff members.
- Ensure quality delivery of services by adhering to federal, state and local rules, regulations and licensing.

To be considered you must meet the following:

- Have a BA/BS in a related field (master's degree preferred).
- Have at least 4 years of residential facility management experience.
- Be empathetic, patient and treat others with respect.
- Be able to pass a criminal background check, drug screen, physical and TB test.