



**OPEN POSITION ANNOUNCEMENT**  
**Service Director, Residential Services**  
**Program Location**  
**1.0 FTE**

**Purpose:**

This position is responsible to oversee and administer the delivery of assigned services, specifically Intensive Residential Treatment and Crisis Residential Services, such that services are effective, efficient, compliant, satisfactory to stakeholders, sustainable, and bring about positive client outcomes in optimal health and quality of life. During the first year, this role will be highly involved in the expansion of IRTS/Crisis services to Scott County, and will include strategic relationship development and identification of future co-located service opportunities, project management duties, ensuring that efficient and effective foundational operations of IRTS/Crisis services are in place for existing service delivery and for expansion readiness. Additional duties and responsibilities will be assessed as the project progresses.

**Education and Experience:**

- Master's Degree in Social Work, Behavioral Sciences, Public Health, Health Administration
- Minimum of 5 years of leadership, program management and development
- Knowledge of and experience in the delivery and regulation of mental health, psychiatric rehabilitation, and/or health care services

**Additional Requirements:**

- Must be ambulatory and able to negotiate stairways
- A valid driver's license, reliable vehicle, satisfactory driving record, necessary insurance
- Promote an inclusive, diverse, culturally competent and respectful workplace
- Must not be actively receiving or have received services from Guild Incorporated in the last two years
- Licensure as a Mental Health Professional is preferred
- Ability to pass a DHS background study

**Key Responsibilities:**

- Oversee the delivery and management of assigned services such that programs are effective, efficient, satisfactory to stakeholders, and bring about superior client outcomes
- Participate in short and long-term strategic planning activities to further the agency's mission, including budget development, oversight and accountability and collaborative development of and accountability for adherence to the annual operating plan
- Provide guidance, support and development to Program Managers to lead quality management activities to achieve consistent, high quality, evidence-based services that bring about desired outcomes for those served and that meet stakeholder needs and expectations
- Communicates and implements mission, vision, strategic plan and critical changes and program functioning between service line and Executive Leadership
- Represent the services of Guild Incorporated within the mental health and general communities so that client and community needs are understood and opportunities for development are identified and nurtured
- Foster and enhance a working environment that promotes accountability, collaboration, efficiency and skill development

**About Guild Incorporated:**

Guild Incorporated helps individuals with mental illness lead quality lives. We provide an array of recovery-focused, community treatment and rehabilitation services for individuals 16 and older who have serious mental illnesses such as schizophrenia, schizoaffective disorder, and bipolar disorder. On any given day, Guild staff serves nearly 900 individuals in the Twin Cities metro area. Services are mobile, provided in the community when and where needed.

**To Apply:** Please send your cover letter and resume to:

**Mail:** Guild Incorporated  
Attn: Human Resources  
130 South Wabasha St. Suite 90  
Saint Paul, MN 55107

**Fax:** 651.450.2221  
**Email:** [employment@guildincorporated.org](mailto:employment@guildincorporated.org)  
**Website:** [www.guildincorporated.org](http://www.guildincorporated.org)

**Guild Incorporated is an Affirmative Action and Equal Opportunity Employer.**