

OPERATIONS MANAGER

Operated by Methodist Home for Children in partnership with the Department of Public Safety, the Insight Juvenile Assessment Center provides a comprehensive juvenile assessment in a residential setting with the goal of matching the youth to the most appropriate services in his or her community. The Center serves Level II offenders between the ages of 10 and 17.

We are currently seeking an **Operations Manager** to provide executive direction, supervision and consultation for the Assessment Center staff in Butner, NC. The **Operations Manager** is also responsible for administering advanced psychological assessments and managing the administration of level A & B instruments.

THE OPERATIONS MANAGER WILL

- be responsible for administering the Assessment Center program according to the Agency mission, and ensuring the integrity of program provision that is consistent with the Agency's mission.
- provide oversight and consultative supervision of all Assessment Center staff.
- identify and implement, as appropriate, best practice protocols.
- provide input and approval of staff training modules; provide training.
- identify and monitor operational, service, and personal outcomes.
- serve as the primary contact with the Juvenile Justice Department's Contract Administrator.
- Other duties as assigned

QUALIFIED CANDIDATES WILL

- be at least 21 years old, AND
- have a minimum of a Bachelor's Degree from an accredited university or college, preferably in a human service discipline, AND
- have Supervisory experience (required)

This position also requires a valid driver's license, the ability to pass required screenings and trainings, and the ability to work a flexible schedule, including weekends and holidays, as needed.

Salary: \$50,000+ based on education and experience