

Position: Resident Liaison**Compensation: DOE**

The Resident Liaison will work with new residents and their family members during the move-in process to ensure a smooth transition into the community. This position will support and assist the Community Relations Director by conducting tours, taking inquiries, calls and other duties as assigned.

Job Qualifications

- Previous experience or training in marketing, community relations and/or customer service.
- A minimum of one-year experience working directly with seniors and with people that experience dementia or mental health issues.
- A minimum of one-year experience working in Assisted Living or Senior Living environments.
- A demonstrated capability of owning extra-ordinary communication and organizational skills.
- A demonstrated capability of being able to multi-task a myriad of conversations, meetings, projects and coordination of all of the above.
- The gift of being able to uniquely communicate with the resident, family members and co-workers the way they need to receive the communication.

Job Requirements

- Minimum of a High School Diploma
- Minimum age of 21 years (must be able to purchase items for gifts, including alcohol)
- Must have reliable transportation to be able to run errands as needed (mileage compensation)
- Proficient with Microsoft Office (WORD, EXCEL, OUTLOOK) and the ability to learn new software

Categories/Ownership (established at brainstorming):

- Move-In Process
- Connections Process
- Leave of Absence Process
- Retention Process

Benefits:

Competitive Pay • 90% Employer paid Medical/Dental • Vision • Life Insurance • Employer matching 401k • Paid Holidays • Paid Sick Leave • Paid Vacation Leave • Discounted Employee Meals • Referral Bonuses • Free Parking • Movie Tickets for your Birthday • Meal of Fortune program • Bridge Program • Wellness "Bloom" Program • Verizon Cell Phone Corporate Discount • Engagement Award • CNA License Annual Reimbursement • Monthly Orca Reimbursement

How to Apply:

Download the application on the website, or stop by our community to complete an application to see for yourself all of the warmth Chateau has to offer