



## **Assisted Living Administrator - Watertown, SD**

StoneyBrook Suites is seeking an Assisted Living Administrator to lead our Watertown community. This role oversees daily operations, staffing, compliance, and resident experience—creating a warm, supportive environment where residents and staff thrive.

### **What You'll Do**

- Provide overall leadership and direction for the community
- Lead marketing and sales efforts through tours, relationship-building, community outreach, and census growth initiatives
- Ensure compliance with state regulations and StoneyBrook Suites policies
- Hire, train, schedule, supervise, and discipline staff as needed
- Maintain staffing levels based on census and resident care needs
- Oversee payroll, billing, and long-term care insurance documentation
- Coordinate resident care, assistance plans, move-ins, and move-outs

### **What We're Looking For**

- Leadership experience in assisted living, long-term care, or healthcare
- Knowledge of regulations, staffing, and resident care standards
- Organized, dependable, and confident decision-maker
- Excellent communication and problem-solving skills
- Compassionate leader committed to dignity and quality of life
- Ability to attain South Dakota Assisted Living Administrator licensure

### **What We Offer**

We offer a competitive salary and benefits package, a supportive leadership team, professional growth and leadership development, and the opportunity to lead a well-established community with strong operational support.

### **About StoneyBrook Suites**

StoneyBrook Suites operates five assisted living communities in South Dakota, including Sioux Falls, Watertown, Brookings, Huron and Dakota Dunes. With over 25 years of experience, our mission is to foster the well-being of each resident by nurturing the mind, body, and spirit, while supporting independence and dignity within a secure, supportive environment.