



Residential Manager

Morris County, NJ

Pay: \$45,000 – \$50,000 per year

\$3,000 Sign-On Bonus

Status: Full-Time

Schedule & Locations:

Parsippany, NJ

Sunday–Thursday

8:00 AM – 4:00 PM

Whippany, NJ

Monday–Thursday: 7:00 AM – 3:00 PM

Saturday: 7:00 AM – 3:00 PM

Morris Plains Group Home

Sunday–Thursday

7:00 AM – 3:00 PM

ABOUT ArcMorris

ArcMorris was established by a group of parents advocating for children affected by intellectual and developmental disabilities (IDD) and was incorporated in 1953. ArcMorris is a 501(c)(3) nonprofit organization and is now the leading provider of services for people affected by IDD and their families in Morris County, NJ. Programs include residential housing, respite housing, day habilitation, recreational, day camp, college, pre-vocational, and family support services.

Position Overview

The **Residential Manager** oversees the daily operations of a community-based residential group home. This role ensures a safe, person-centered, and supportive environment while supervising staff, managing individualized care plans, and maintaining compliance with all state and agency regulations.

The Residential Manager plays a key role in promoting the independence, safety, health, and quality of life of the individuals supported by ArcMorris.

If you are a compassionate leader who values teamwork and wants to make a lasting impact in the lives of others, this position is for you.

Key Responsibilities (include but are not limited to):

- Supervise the daily operations of the residential group home.
- Promote the safety, independence, and quality of life of individuals supported.
- Manage and coordinate staff schedules, training, and performance evaluations.
- Arrange and provide transportation for residents as needed.
- Oversee health, behavioral, and therapeutic appointments and ensure appropriate follow-up care.
- Collaborate with support staff to develop and implement Individualized Habilitation Plans (IHPs).
- Maintain accurate documentation and ensure compliance with DDD and licensing requirements.
- Supervise medication administration and ensure accurate medication documentation.
- Manage resident and household funds responsibly and maintain appropriate records.
- Build and maintain positive relationships with residents, families, guardians, and members of the individual's support team.
- Encourage community involvement, recreation, social activities, and inclusion.
- Attend required meetings, trainings, and licensing inspections.
- Provide leadership, guidance, and support to residential staff.
- Ability to work both independently and collaboratively within a team.
- Strong verbal and written communication skills.
- Strong organizational skills and attention to detail.
- Sound judgment and decision-making abilities.
- Ability to effectively supervise, train, and motivate staff.

Qualifications:

- High School Diploma or equivalent required; Associate's or Bachelor's degree preferred.
- Minimum of one year of experience in direct care, residential, or group home services preferred.
- **Experience working with individuals with behavioral support needs required.**
- Strong leadership, communication, and organizational skills.
- Knowledge of DDD regulations, licensing standards, and behavioral support plans preferred.
- Valid driver's license and reliable transportation required.
- CPR/First Aid certification, or willingness to obtain.



- Ability to work the assigned schedule and meet the operational needs of the residential program.

Benefits include:

- 100% Employer-Paid Medical, Dental & Vision (single coverage after 90 days)
- Employer-Paid Life Insurance
- Supplemental Insurance (disability, accident, critical illness)
- Legal Insurance (50% employer-covered)
- Employee Assistance Program (24/7 support)
- 403(b) Retirement Plan (up to 8% employer contribution after 1 year)
- Paid Time Off (vacation, sick, personal, holidays)
- Birthday Day Off (after 4 years of service)
- Flexible Spending Account (medical & dependent care)
- Training & Tuition Assistance
- Mileage & Meal Reimbursement
- Direct Deposit
- Employee Recognition Programs

Apply Today

Gene C. Rossi, Recruiter – ArcMorris

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APPLY NOW