



CLTS Supervisor

Explore. Thrive. Belong.

Jefferson County is the Heart of the Heartland. We offer the best of Wisconsin living with safe, family oriented, vibrant business and civic communities surrounded by picturesque farmland. Jefferson County is proud of our small-town living options and easy access to major urban centers.

WHAT WE ARE LOOKING FOR

We're looking for someone who's great at leading a team, staying organized, and making sure services for kids and families run smoothly. If you're experienced with supervising staff, handling budgets, and working with community partners, we'd love to have you on board.

WHAT YOU WILL DO

The CLTS Supervisor is responsible for overseeing the Children's Long-Term Support (CLTS) Program, ensuring compliance with Wisconsin's Home and Community-Based Services (HCBS) Medicaid Waiver Programs under Section 1915(c) of the Social Security Act. This role involves leading and developing staff, managing program operations, and upholding legal and procedural standards

SOME ESSENTIAL RESPONSIBILITIES

You will be successful in this role by completing the following tasks and responsibilities:

- Leads, trains, evaluates, and supervises staff, ensuring adherence to departmental and county policies.
- Conducts case reviews, guides service planning, and upholds compliance with legal and best practice standards.
- Fosters a family-centered, recovery-oriented service philosophy, emphasizing client rights and strength-based approaches.
- Implements and monitors program policies and procedures, ensuring alignment with legal requirements and best practices.
- Manages financial aspects, including waiver funds, contract spending, and budget monitoring in collaboration with fiscal departments.
- Oversees quality assurance, including Medicaid compliance, expenditure approvals, and response to audits and inquiries

Requirements:

- Bachelor's degree in social work or related field and three years' experience; or an equivalent combination of education and experience.

Preferred Requirements:

- Bachelor's degree in Social Work and 5 years related experience; or an equivalent combination of education and experience.
- State of Wisconsin Social Work Certification.

Other Requirements – Certificates/Licensures

- CLTS Support and Services Coordinator experience.
- Agency required training.



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Wage & Benefits

\$38.26 - \$42.68/ hour based on Experience and qualification.

Benefit Highlights if Full Time

*Health insurance*Health insurance opt Out Plan*Dental & Vision insurance
*Life insurance*Wisconsin Retirement System*Health Savings Account*Deferred Compensation Program*

2026 Gold Certified Family Friendly Workplace

Employees at Jefferson County Value

*Competitive Pay*Excellent Benefits*Great Coworkers*Flexibility*Advancement & Opportunity*Family Feel*



HOW TO APPLY: For a full job description and link to apply online, please visit the County's web site at jeffersoncountywi.gov.

Jefferson County is an Equal Opportunity Employer