

The Terrace at Newark Assisted Living Community and Memory Care is in search of a qualified Administrator/Executive Director to manage the daily operation of our community. The Terrace is a licensed 71 bed Residence located in Newark, NY. The Terrace is family owned and operated and has an excellent reputation for providing services to older adults.

The Administrator is responsible for the management and operation of the community within all applicable federal, state and local rules, regulations and statutes as well as prevailing professional standards.

This is a great opportunity for someone who is a motivated self-directed individual to coordinate the overall operations of our facility. Responsibilities include business development, management of staff, budgetary compliance, customer service, quality assurance and overall Resident satisfaction.

We provide comprehensive benefits including excellent pay, medical & 401(k) plans and paid vacation, holiday & personal time. Interested candidates please call or forward resume to:

Chris Vitale  
The Terrace at Newark  
208 Rt. 88 South  
Newark, NY 14513  
Phone: 315-331-5282  
Fax: 315-331-5285  
Email: [cjv2552@gmail.com](mailto:cjv2552@gmail.com)