



## **COPPER COUNTRY MENTAL HEALTH SERVICES**

### **Human Resources Coordinator**

POSTING LENGTH: 12/11/18 -  
until filled

Copper Country Mental Health Services, a four county mental health agency, is recruiting a fulltime Human Resources Coordinator.

Primary responsibilities will be to provide Quality Management Program coordination, manage provider contracts, act as liaison for various site reviews, assist in salary and benefit administration, recruitment and placement.

Position requires a candidate who is organized. Applicant must also possess strong communication skills. An Associate's degree or an equivalent combination of education and experience is required.

Send resume to:

Dawn Gibson  
Human Resources Director  
Copper Country Mental Health  
901 W. Memorial Drive  
Houghton, MI 49931 EOE.