



DEPARTMENT OF DEVELOPMENTAL SERVICES - NORTH REGION
JOB OPPORTUNITY
DEVELOPMENTAL SERVICES REGIONAL RESIDENTIAL MANAGER
Newington

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Public (Exam requirement waived)

Location: Newington

Job Posting No: 00019811

Hours: Monday – Friday: 8:30am – 5:00pm; RDO Saturday and Sunday
Ability to flex schedule into evening in response to consumer needs and emergency situations.

Salary: \$80,261 - \$109,428* (MP-63) annually
*Incumbents new to state service begin at the minimum.

Closing Date: October 13, 2014

EXAMPLES OF DUTIES: The Regional Residential Manager currently provides oversight of a Regional Center that has seven (7) functional units, and six (6) separate CLAs all based in Newington. These programs serve approximately 78 residents and 170 + staff. Responsibilities in supervision may include three (3) Program Supervisors, psychologist and other clinical staff including OT, PT and dieticians. A great deal of knowledge in ICF regulations is required to run the campus based portion of this caseload. Ability to work with individuals who have complex medical and behavioral issues is essential. Ability to manage and mediate complex labor/management issues is essential. Ability to manage and mediate complex family situations is essential. Position also includes responsibility for managing and monitoring asset inventory including state vehicles. Candidates should have a strong background in working with individuals with mental health issues. Performs other duties as required. Incumbents in this class may be required to be certified in accordance with Department of Developmental Services regulations for the administration of medication by certified unlicensed personnel. Incumbents in this class may be required to travel. QMRP qualified candidates are preferred.

MINIMUM QUALIFICATIONS REQUIRED

KNOWLEDGE, SKILL AND ABILITY: Considerable knowledge of and ability to apply management principles and techniques; considerable knowledge of relevant state and federal laws, statutes and regulations; considerable knowledge of residential programs for persons with mental retardation or other developmental disabilities; considerable knowledge of goals, regulations and organization of intermediate care facilities and/or systems for persons with mental retardation; knowledge of interdisciplinary approach to program planning; knowledge of human rights for persons with mental retardation; knowledge of scope of services provided by major disciplines including psychology, social work and medicine for persons with mental retardation; considerable interpersonal skills; considerable oral and written communication skills.

EXPERIENCE AND TRAINING:

General Experience: Three (3) years of supervisory experience with responsibility for implementing service delivery programs in the areas of residential services or family and individual support services for persons with developmental disabilities and related conditions.

NOTE

1. Qualifying programs must provide services to twenty (20) or more clients in group homes, supported living arrangements, regional centers or an institution.
2. For State Employees the General Experience is interpreted as three (3) years at the level of Developmental Services Residential Program Supervisor 1 OR one (1) year at the level of Developmental Services Assistant Regional Residential Manager.

SPECIAL REQUIREMENTS:

1. Incumbents in this class may be required to be certified in accordance with Department of Developmental Services regulations for the administration of medication by certified unlicensed personnel.
2. Incumbents in this class may be required to travel.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Procedure for Current DDS Employees who are Lateral Transfer Candidates and Applicants for Promotion within the DSW Classification Series: Interested and qualified candidates who meet the above requirements should submit a fully completed DDS Application for Lateral Transfer/Promotion and copies of their last two performance appraisals.

Application Procedure for All Other Applicants: Interested and qualified candidates who meet the above requirements should submit a fully completed Application for Examination or Employment (CT-HR-12) located at www.das.state.ct.us/exam. Current State employees must also provide copies of their last two performance appraisals. Non-State employees must also provide 2 letters of reference.

All application materials must be received by 11:59pm on the closing date indicated above

Incomplete application materials will not be considered.

Send application materials to:

Department of Developmental Services – North Region
155 Founders Plaza/255 Pitkin Street – 2nd Floor – East Hartford, CT 06108

Attn: Recruiter

Email: DDS.NR.Recruiting@ct.gov Phone: (860) 263.2623 Fax: (860) 706.1420

Application materials can be emailed, faxed or mailed

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities and persons with disabilities.

