



Department of Development Services – West Region
JOB OPPORTUNITY
LEAD DEVELOPMENTAL SERVICES WORKER
SOUTHBURY TRAINING SCHOOL

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

Open To: DDS Agency Employees Only

Position: Lead Developmental Services Worker (Full-time - 70 hrs.)

Location: Southbury Training School – Unit 4, Cottage 17

Job Posting No: 017362

Hours: 1st Shift: 6:30am – 2:30pm,
Regular Days Off Friday, Saturday, Pickup Thursday

Salary: \$1,746.29 – \$2,334.45/bi-weekly

Closing Date: February 2, 2015

Examples of Duties: Duties consistent with Lead Developmental Services Worker job classification. Direct supervision, training and assessment of DS Worker 2, DS Worker 1, cook attendant series staff assigned to residential unit; coordinates residential services for consumers; assures that required maintenance of effort is maintained as established through the consent decree; participates in risk management process, assures DDS/STS policy and procedure is followed and incidents of injury, abuse, neglect are reported; completes investigations into consumer and staff issues; participates in development of individual plans, daily routines, teaching strategies, and monitors outcomes to ensure maintenance of ICF certification; assists in developing routines for staff to ensure that consumers are safe and services are provided as determined through individual service plans; ensures that individual's needs are met and informs SDSW & interdisciplinary treatment team as consumer's needs change; manages consumer's financial matters, inventory and budgets within residential unit; participates in maintaining and organizing residential records; ensures timely ordering of supplies; completes maintenance work orders; performs duties within the supervisory structure of the unit as requested by SDSW & unit management; maintains lines of communication with families and guardians. Performs other related duties as required.

Knowledge, Skills and Abilities:

Considerable knowledge of modern methods of working with persons with intellectual disabilities; knowledge of rehabilitative and interdisciplinary process; knowledge of goals, policies and organization of a residential living unit; knowledge of safety, fire and first aid procedures; considerable interpersonal skills; ability to implement policies and operational procedures; ability to lead staff.

General Experience: One (1) year of experience working with persons with intellectual disabilities or other developmental disabilities at the level of Developmental Services Worker 2.

Special Requirements: Incumbents in this class may be required to be bilingual or fluent in American Sign Language. Proficiency with computer programs such as word and outlook. Incumbents in this class will be required to possess and retain a valid Connecticut Motor Vehicle Operator's license, Public Passenger Endorsement or Commercial Driver's license for designated positions.

Applicants must be current in all DDS required training. Applicants must possess or be able to obtain Medication Administration Certification and/or CPR certification

Physical Requirements: Incumbents in this class must possess physical and emotional health for efficient performance of duties. Applicants may be required to take a physical examination.

Working Conditions: Incumbents in this class may be required to lift and restrain residents; may have significant exposure to communicable and/or infectious diseases and to risk of injury from assaultive and/or abusive residents and may be exposed to strongly disagreeable conditions.

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 DDS Employees 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.

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

Incomplete application material will not be considered.

Send application materials to:

Department of Developmental Services — West Region
Rowland Government Center, 4th Floor
55 West Main Street
Waterbury, CT 06702
Attn: Recruiter
Fax: 203-574-8857

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.