



**DEPARTMENT OF REHABILITATION SERVICES (DORS)
Bureau of Rehabilitation Services
JOB OPPORTUNITY**

VOCATIONAL REHABILITATION DISTRICT DIRECTOR
This position is 100% Federally Funded

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

Open To: DORS Employees Only
Location: BRS Western Region
Job Posting No: 32367
Hours: 8:00 am to 4:00 pm, 35 hours per week
Salary: EA-36, \$97,041.00 - \$123,971.00 (P3-A)
Closing Date: February 29, 2016 – March 14, 2016

The Department of Rehabilitation Services, Bureau of Rehabilitation Services, is currently recruiting for a Vocational Rehabilitation District Director for the Western Region which includes the following towns Bridgeport, Danbury, Stamford, Torrington and Waterbury. Interested candidates should demonstrate in-depth knowledge of the practice of vocational rehabilitation, state human resource procedures, and agency budget. In addition demonstrated experience in leading staff to achieving successful outcomes, managing multiple offices, and allocating resources to meet the needs of the communities is necessary. Candidates must also demonstrate the ability to understand and apply relevant state and federal laws, statutes and regulations, developing models and overseeing service delivery. Competence in Microsoft Office, current case management system, and CORE-CT, and excellent communication skills are required. Candidates must be able to work both independently and as part of both local and statewide teams to carry out the mission of the vocational rehabilitation program. Experience successfully partnering with state and private agencies is needed. Candidates must be able to demonstrate flexibility, exceptional interpersonal skills, and decision making ability.

EXAMPLES OF DUTIES:

Plans, organizes, and directs all activities in an assigned district of the Division of Vocational Rehabilitation; coordinates programs and services of district and local offices to provide maximum effective services to consumers; projects budgetary, staff, and personnel requirements and needs; acts as liaison between Division and referral and community agencies within the district; maintains existing and seeks new service and referral agencies; speaks before lay and professional groups; determines needs and provides for in-service training and staff development within the district; makes statistical and progress reports to central office.

KNOWLEDGE, SKILL AND ABILITY:

Considerable knowledge or principles, methods, procedures and current developments in administering a complete vocational rehabilitation program including personnel practices, administrative techniques and office management; considerable knowledge of current social legislation including Federal and State Laws pertaining to the rehabilitation of handicapped persons; broad knowledge of organization and occupational structure of modern industry; knowledge of in-service training; knowledge of community organizations and other resources available to handicapped persons; ability in written and oral expression.

EXPERIENCE AND TRAINING:

1. A Master's Degree in vocational rehabilitation counseling, guidance or a related behavioral or social science.
2. One (1) year of additional education in vocational rehabilitation
3. Six (6) years of progressively responsible employment in vocational rehabilitation counseling including at least three (3) years in a supervisory capacity

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

Application Instructions: In addition to meeting the above requirements, candidates must send the following information postmarked on or before the closing date in order to be considered for this position:

1. State of Connecticut Application for Employment (CT-HR-12), available online at: www.das.state.ct.us/exam/default.asp#APPLICATION_FORMS.
2. Two (2) most recent service ratings with your application materials to:

DORS.Recruitment@ct.gov

THE POSTING NUMBER MUST BE IN THE SUBJECT LINE OF THE EMAIL

or

**Department of Rehabilitation Services
55 Farmington Avenue, 12th Floor
Hartford, CT. 06105
ATTN: Human Resources**

Due to the large number of applications we cannot confirm receipt of applications. **Incomplete, blank or late applications will not be considered. Also, faxed or hand-delivered copies will not be accepted.**

PLEASE NOTE: The primary contact will be via email if provided on your application.

APPLICATIONS MUST BE POSTMARKED ON OR BEFORE March 14, 2016.

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.