

Department of Development Services – West Region
JOB OPPORTUNITY
DEVELOPMENTAL SERVICES RESIDENTIAL PROGRAM SUPERVISOR 1

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

Open To: Candidates on a current examination list.

Location: Southbury Training School - Unit 3

Job Posting No: 017753

Hours: 1st Shift: 8:30am-4:00pm – RDO's Friday, Saturday (Late night 1:00pm-8:30pm to be determined). Must be flexible in hours to meet agency and client needs.

Salary: \$2,248.89/bi-weekly

Closing Date: February 20, 2012

Eligibility Requirement: This is a **competitive position**. Candidates must have applied for and passed the **Developmental Services Residential Program Supervisor** exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Knowledge, Skills and Abilities: Duties consistent with DS Residential Program Supervisor1 job classification. Will be responsible for the coordination of services for clients; ensuring maintenance of effort with regards to the requirements established through the consent decree maintenance of effort; leadership role in the risk management process which provides for safety of individuals through analysis of injuries and environmental factors. Completion of investigations into client and staff issues, development of services and outcomes to maintain ICF certification, developing routines for staff to ensure that clients are safe and services are provided as determined through individual service plans; identification of therapeutic services in order to ensure that individual's needs are met as client's change. Responsibility for managing client's financial matters and budgets for residential unit, supervision of asset management in their assigned residences. Required involvement in the On-call rotation to provide 24/7 supervision of the Agency and provide on call assistance. This position is essential to the supervisory structure, which is necessary to maintain the standard of care and services provided at STS. This position has responsibility for the supervision of more than one residential unit and directly reports to unit management. It is a key role in identification of services for clients and managing staff performance; performs related duties as required.

General Experience: Four (4) years' experience in the care and supervision of persons with developmental disabilities.

Special Experience: One (1) year of the General experience must have been in a supervisory capacity at the level of a Supervising Developmental Services Worker 1 or 2.

Special Requirement: Must be Knowledgeable in ICF/MR rules and regulations. Knowledgeable in Outlook, Word and Excel. Must have valid Driver License; will be required to travel.

Substitutions Allowed: College training, preferably in an educational, nursing or social science field, may be substituted for the General Experience on the basis of two (2) years of college education equaling one (1) year of experience to a maximum of two (2) years.

Physical Requirement: Incumbents in this class will be required to possess physical and emotional health for efficient performance of duties; a physical examination may be required.

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

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and a **CT-HR-12** Application for Employment to:

Department of Developmental Services - West Region
Rowland Government Center
55 West Main Street
Waterbury, CT 06702
Fax: 203-574-8857
Belinda.weaver@ct.gov

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.