

DEPARTMENT OF DEVELOPMENTAL SERVICES

North Region

**155 Founders Plaza / 255 Pitkin Street
East Hartford, CT 06108**

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

DATE: March 25, 2011

CLOSING DATE: April 1, 2011

POSITION: Developmental Services Regional Residential Manager
POSITION #: 00018640
LOCATION: Public Programs Division, Newington Office
SCHEDULE: Monday through Friday 8a – 4:30p
Pass Days: Saturday and Sunday

HOURS PER PAY PERIOD: Full-Time 80 hours

ELIGIBILITY REQUIREMENTS: **Candidates must have applied for and passed the Developmental Services Regional Residential Manager exam and be on the current certification list promulgated by the Department of Administrative Services. State employees currently holding the above title or those who have previously attained permanent status in the class may apply for lateral transfer.**

EXAMPLES OF DUTIES

Regional Residential Manager currently oversees campus programs including 9 ICF homes, 2 community based respite centers and 4 community based CLA's and day program sites in Newington and Willimantic area. These programs serve approximately 90+ residents and 150 + staff. Supervision responsibilities may include the following: 4 program supervisors, day program supervisor, 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.

EXPERIENCE & 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.

1. Qualifying programs must provide services to twenty (20) or more clients in groups 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.

TO APPLY: Please submit a PLD-1 referencing the position number and provide a copy of two most recent performance appraisals or two letters of reference. All application materials must be received before the close of business on the closing date provided above. Appointment to this position will be made in accordance with applicable collective bargaining, statutory and SEBAC requirements.

SEND APPLICATIONS TO:

**Department of Developmental Services—North Region
155 Founders Plaza / 255 Pitkin Street
East Hartford, CT 06108
Attn: Ms. Carol Pfeifer, Human Resources
Phone: (860) 263-2618
Fax: (860) 263-2626**

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.