

Department of Development Services – West Region
JOB OPPORTUNITY
Developmental Services Assistant Regional Director (Program Services)

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

Open To: Public

Position: Developmental Services Assistant Regional Director (Program Services)

Location: Public Community Services Division – Rowland Building, Waterbury

Job Posting No: 017240

Hours: 1st Shift ~ 8:30am – 5:00pm, Regular Days Off Saturday, Sunday. (80hrs.)

Salary: \$3,667.74/bi-weekly

Closing Date: July 12, 2013

Eligibility Requirement: State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer.

Knowledge, Skills and Abilities: Duties consistent with the Developmental Services Assistant Regional Director (Program Services) job classification. This position manages provision of residential and day supports, including related case management, clinical services, and facilities management for approximately 300 individuals. The position is responsible for 3 ICF/MR Regional Centers, 3 Community Living Arrangements (CLA), 4 Respite Centers, and indirectly 4 Day Programs, and Individual Home Support Programs in locations throughout the region. Management/supervisory responsibility includes more than 570+ full and part time staff, including direct care, case management, day services, nursing, occupational and physical therapy, psychology, dietary / nutrition, facilities management, administrative/clerical, and managerial/supervisory staff. The position holds budgetary responsibility for payroll and overtime management, as well as for all other operating expenses including capital improvements, facilities management, transportation, energy and food. The position exercises responsibility for compliance with all ICF/MR federal regulations, DDS Licensing requirements, Quality System Review requirements, and actualization of DDS Mission, Five-year Plan, and forthcoming recommendations of the CT Legislative Program Review and Investigations Committee, perform other related duties as required.

General Experience: Applicants must have experience in managing supports and services for persons with developmental disabilities; knowledge of principles and practices of self-determination; strong management/supervisory experience in unionized environments, strong budget/cost control experience, and thorough knowledge of / experience with federal and state regulatory requirements.

Special Experience: Preferably QMRP Qualified. Available to work evening and weekend hours. Travel is 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 an Application for Employment to:

Department of Developmental Services - West Region
Rowland Government Center, 4th Floor
55 West Main Street
Waterbury, CT 06702
Fax: 860-622-4951
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.