

Department of Development Services – West Region
JOB OPPORTUNITY
Developmental Services Case Manager

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

Open To: Candidates on current EXAM List

Location: Individual and Family Support Division (IFS) – Ella Grasso Center - Stratford

Job Posting No: 018167

Hours: Monday – Friday 8:00am – 4:00pm; RDO's Saturday, Sunday. (Must be Flexible to meet agency needs. Some evening hours may be required)

Salary: \$2,133.95/bi-weekly

Closing Date: August 6, 2012

Eligibility Requirement: This is a **competitive position**. Candidates must have applied for and passed the **Developmental Services Case Manager** 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 the DS Case Manager job classification. This position will be responsible for providing case management services and support to waiver individuals in the IFS Division, who are served out of the Stratford Office. Caseload is designed as an IFS/Waiver caseload, mixed with both waiver and non-waiver individuals. Support families in accessing services and supports such assistance as family grants, respite grants, community ad education resources; provides support in the development of future planning, developing supports and linking people with natural supports in their communities; development of annual plans and quarterly contact for individuals on targeted case management; provide all requirements to meet waiver criteria. Performs other related duties.

General Experience: Six (6) years of experience in working with individuals with developmental disabilities involving participation in an interdisciplinary team process and the development, review and implementation of elements in a client's plan of service.

Special Experience: Two (2) years of the General Experience must have involved responsibility for developing; implementing and evaluating individualized programs for individuals with intellectual disabilities in the areas of behavior, education or rehabilitation

Special Requirements: Incumbents in this class may be required to possess fluency in a foreign language for designated positions. Will need to have exceptional organizational skills to ensure Medicaid Waiver Compliance. Experience with the IP6 budget system plus. Must be able to work well with families, especially with individuals with elderly parents. A valid Connecticut Driver's license is required, will be required to travel. **Must be Bi-Lingual (Spanish)**

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 copies of last two performance appraisals and an Application for Employment (CT-HR-12), including the position number to:

Department of Developmental Services - West Region
Rowland Government Center, 4th Floor
55 West Main Street
Waterbury, CT 06702
Fax: 203-574-8857
Yollette.Tappin@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.