

STATE OF CONNECTICUT  
DEPARTMENT OF DEVELOPMENTAL SERVICES- WEST REGION  
JOB OPPORTUNITY  
LEAD DEVELOPMENTAL SERVICES WORKER

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

**Open To:** DDS Agency Employees Only **(FEMALES ONLY)**

**Position:** Lead Developmental Services Worker

**Location:** Southbury Training School – Unit 3, cottage 36

**Job Posting No:** 017357

**Hours:** 2nd Shift ~ 1:30pm-9:30pm: Regular Days Off: Friday, Saturday, Pick-Up Thursday

**Salary:** \$1,695.41

**Closing Date:** December 3, 2013

**Eligibility Requirement:** State employees currently holding the above title or those who have previously attained permanent status in the class may apply for lateral transfer. Those candidates appearing on Re-employment or SEBAC lists must be given first consideration.

**Knowledge, Skills and Abilities:** Duties consistent with Lead Developmental Services Worker job classification. Assists Supervising Developmental Service Worker in development and implementation of policies, programs, scheduling and operating procedures; directs, coordinates, evaluates and monitors performance of residential program unit including monitoring staff implementation of individual consumer teaching strategies; confers with staff on routine operational, and special problems; evaluates performance of employees in cooperation with assigned staff; conducts in-service training on support of consumers; reviews reports of subordinates and prepares periodic operational reports; insure their unit are clean and safe; may attend interdisciplinary team and administrative meetings; may work with parent and community groups; counsel employees on problems; may be assigned responsibility for orderly operation of facility on a shift; may assist in implementing plans of correction within their unit; knowledge in ICF/MR rules and regulations. Performs related duties as required.

**General Experience:** One (1) year of experience working with persons with intellectual disabilities or other developmental disabilities at the level of Developmental Services Worker 2.

**Special Requirements:** Incumbents in this class may be required to be bilingual or fluent in American Sign Language. Incumbents in this class will be required to possess and retain a valid Connecticut Motor Vehicle Operator's license, Public Passenger Endorsement or Commercial Driver's license for designated positions.

**Physical Requirements:** Incumbents in this class must possess physical and emotional health for efficient performance of duties. Applicants may be required to take a physical examination.

**Working Conditions:** Incumbents in this class may be required to lift and restrain clients; may have significant exposure to communicable and/or infectious diseases and to risk of injury from assaultive and/or abusive clients and may be exposed to strongly disagreeable conditions.

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

**Application Procedure for Current DDS Employees who are Lateral Transfer Candidates and Applicants for Promotion within the DSW Classification Series:**

Interested and qualified candidates who meet the above requirements should submit a fully completed DDS Application for Lateral Transfer/Promotion and copies of their last two performance appraisals.

**Application Procedure for All Other Applicants:**

Interested and qualified candidates who meet the above requirements should submit a fully completed Application for Examination or Employment (CT-HR-12) located at [www.das.state.ct.us/exam](http://www.das.state.ct.us/exam). Current State employees must also provide copies of their last two performance appraisals. Non-State employees must also provide 2 letters of reference.

**All application materials must be received by 11:59 p.m. on the closing date indicated above.**

Send application materials to:

**Department of Developmental Services — West Region**  
Rowland Government Center, 4<sup>th</sup> Floor  
55 West Main Street  
Waterbury, CT 06702  
Attn: Yolette Tappin  
Email: [Yolette.Tappin@ct.gov](mailto:Yolette.Tappin@ct.gov) Fax: 203-574-8857

**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.