



EMPLOYMENT OPPORTUNITY ANNOUNCEMENT

EOA # 2018-17

EOA DATE: March 16, 2018

REPLY BY: April 16, 2018

TITLE: Director, Developmental Disabilities State Operations Office (DDSOO 4)
(Hudson Valley/Taconic)

SALARY GRADE: M-8

SALARY: \$143,000+

JURISDICTIONAL CLASS: Non-Competitive

NEGOTIATING UNIT: M/C – Management/Confidential

OFFICE/REGION: Office for People With Development Disabilities

DIVISION/DEPARTMENT: Division of Service Delivery, State Operations Office
Developmental Disabilities State Operations Office 4 (DDSOO 4)

LOCATION(TBD): Hudson Valley DDSOO or Taconic DDSOO
9 Wilbur Road 26 Center Circle
Thiells, New York 10984 Wassaic, NY 12592

(Location will be discussed at the interview)

The New York State Office for People With Developmental Disabilities (OPWDD) is looking for an independent leader who is capable of executing strategic decisions to serve as the Director of the Developmental Disabilities State Operations Office (DDSOO) 4. This position serves at the pleasure of the Commissioner of OPWDD.

The State Operations Office 4 supports people with developmental disabilities who reside in the following counties: Rockland, Orange, Westchester, Greene, Columbia, Ulster, Sullivan, Dutchess, and Putnam Counties. Travel to all counties in the Region will be required.

The individual selected will serve at the executive level and provide a leadership role for the DDSOO. The selected candidate will report to the Associate Deputy Commissioner, Division of Service Delivery, State Operations and work with Deputy Directors and management team to foster and support a collaborative workforce and to ensure excellent quality in the operational standards of the region. A commitment to collaborating with all stakeholder groups as well as a commitment to a leadership strategy of "Putting People First" is essential.

The ideal candidate for this position will share OPWDD's commitment to advocating on behalf of people with developmental disabilities as well as advancing and enhancing services and supports. In line with our dedication to "Putting People First," he/she will also provide leadership, commitment, and support to a State

Operations staff as well as to individuals with developmental disabilities, their family members, voluntary provider agencies, local government, and other stakeholders.

PRIMARY DUTIES AND RESPONSIBILITIES:

Driven by the mission, vision and values of OPWDD, the Director of DDSOO 4 will collaborate with State Operations partners and the Regional Office workforce to ensure a system of individualized, community based supports. The Director promotes the Commissioner’s vision of system reform and transparency while coordinating and overseeing ongoing services and supports.

The Director is also responsible for identifying and advancing regional priorities while implementing statewide policies and strategies. The Director will promote innovative, individualized, community-based solutions that will empower individuals with developmental disabilities to live richer lives. Additionally, as an integral member of the State Operations Office 4 Leadership Team the Director will collaborate in the development of enterprise solutions and consistency throughout the state in strategic core business operations.

MINIMUM QUALIFICATIONS

Possession of a Master’s Degree in a mental hygiene discipline (e.g., occupational therapy, physical therapy, social work, speech pathology and audiology, psychology, recreation, rehabilitation counseling, education or nursing), hospital administration, business or public administration or other area specifically related to health care, behavioral or social science, statistics, quantitative research; **OR** a valid license to practice medicine in New York State or Canada; **AND** five years of progressively responsible administrative, management, or supervisory experience in a mental hygiene or health/human services setting, or comparable setting, delivering individualized and customized services. Experience must be at a leadership level, with broad policy-influencing responsibility for fiscal and program administration.

OR

A Bachelor’s Degree in any of the disciplines listed above and seven years of progressively responsible administrative, management, or supervisory experience in a mental hygiene or health/human services setting, or comparable setting, delivering individualized and customized services. Experience must be at a leadership level, with broad policy-influencing responsibility for fiscal and program administration.

OR

Ten years of progressively responsible administrative, management, or supervisory experience in a setting whose purpose is to serve the needs of a developmentally disabled population by delivering individualized and customized services. Seven years of this experience must be at a leadership level with broad policy-influencing responsibility for fiscal and program administration.

APPLICATION PROCEDURE: Submit cover letter and résumé by **April 16, 2018** to:

Attn: Chris Dix
OPWDD, Workforce and Talent Management
44 Holland Avenue
Albany, NY 12229
Phone: 518-473-9689
Fax: 518-474-9902
E-mail: opwdd.sm.COrecruitment@opwdd.ny.gov

Please reference the above EOA #2018-17 in all correspondence.

Please note:

- Preference will be given to OPWDD employees impacted by closures. If you are being impacted by closure, please indicate this on your resume/cover letter.
- In order to be eligible for appointment and to maintain employment, you cannot be listed as an excluded individual or entity on any of the Federal and/or State Medicaid and Medicare exclusion lists (or excluded from any other Federal or Federally assisted program). If you are appointed and subsequently listed as an excluded individual or entity on any of these lists (or excluded from any other Federal or Federally assisted program), you may be terminated from your employment.
- OPWDD is an Equal Opportunity/Affirmative Action Employer
- Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the Governor's Office of Employee Relations at (518) 474-6988 or via email at info@goer.ny.gov.