



EMPLOYMENT OPPORTUNITY ANNOUNCEMENT

EOA # 2019-36

EOA DATE: March 5, 2019

REPLY BY: April 5, 2019

TITLE: Hudson Valley - Deputy Director, DDSOO 4

NUMBER OF POSITIONS: 1

SALARY GRADE: M-6

SALARY: \$132,528 – \$166,696

JURISDICTIONAL CLASS: Non-Competitive

NEGOTIATING UNIT: Management Confidential (M/C)

OFFICE/REGION: Office for People With Development Disabilities / Hudson Valley District

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

LOCATION: Hudson Valley DDSOO
9 Wilbur Road
Thiells, New York 10984

The New York State Office for People With Developmental Disabilities (OPWDD) is looking for a creative, innovative leader who is capable of executing strategic decisions to serve as the Deputy Director for the Developmental Disabilities State Operations Office in Region 4 (DDSOO 4 - Hudson Valley District). This position serves at the pleasure of the Acting Commissioner of OPWDD.

The Deputy Director will oversee supports to individuals who reside in Orange, Rockland, Sullivan, and Westchester counties. Travel to all counties will be required.

POSITION DESCRIPTION:

The individual selected will serve at the executive level and provide a leadership role for the Region. The selected candidate will report to the Director, Developmental Disabilities State Operations Office, Region 4. 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 diverse workforce.

PRIMARY DUTIES AND RESPONSIBILITIES:

Driven by the mission, vision and values of OPWDD, the Deputy Director of DDSOO 4 - Hudson Valley District will collaborate with both stakeholders and sister agencies to direct an integrated program operations strategy within DDSOO 4. Responsibilities of this Deputy Director encompass the 4-county region. The Deputy Director will have responsibility for the operation and continuous quality improvement of community-based state operated residential and day program services. He/She will also collaborate with Directors and Deputy Directors of the five other State Operations Offices toward statewide consistency and efficiency of this region’s practices utilizing a “best practices” framework. The Deputy Director promotes the Acting Commissioner’s vision of system reform and transparency, while coordinating and overseeing ongoing state-provided services and supports delivered within the region. The Deputy Director’s charge is to ensure world-class performance in meeting the needs of the region’s citizens with developmental disabilities and their families.

The Deputy Director is also responsible for identifying and advancing regional priorities while implementing statewide policies and strategies. In partnership with voluntary service providers, the Deputy Director will promote innovative, individualized, community-based solutions within the region that will empower individuals with developmental disabilities to live richer lives. Additionally, as an integral member of the State Operations Executive Leadership Team, the Deputy 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** three 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 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

Ten years of progressively responsible administrative, management, or supervisory experience in a setting whose purpose is to serve the needs of individuals with developmental disabilities by delivering individualized and customized services. Five 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 5, 2019** to:

Attn: Danielle Schittino

OPWDD, Human Resources

44 Holland Avenue

Albany, New York 12229

Phone: 518-473-9689

Fax: 518-474-9902

E-mail: opwdd.sm.COrecruitment@opwdd.ny.gov

Please reference the above EOA # 2019-36 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.