

DEPARTMENT OF REHABILITATION SERVICES

JOB OPPORTUNITY

**DIRECTOR OF BUREAU OF REHABILITATION SERVICES
(Unclassified)**

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

Open To: The Public

Location: 55 Farmington Avenue, Hartford CT

Job Posting No: 34393

Hours: Monday to Friday, 40 hours per week

Bargaining Unit: Managerial

Salary: \$118,813.00* - \$162,003.00 Annually (MP-73)
* Employees new to state service start at the minimum of the range

Closing Date: May 7, 2015 – May 28, 2015

The Connecticut Department of Rehabilitation Services is recruiting for a director of their Vocational Rehabilitation and Community Living divisions. This position reports directly to the Commissioner and will be responsible for managing a statewide vocational rehabilitation program, as well as other programs including assistive technology, driver training, workers rehabilitation, independent living, and interpreting services, benefit counseling and counseling specific to deafness and hearing loss. The position will also be responsible for administering a multimillion dollar budget. The successful candidate will have experience developing and/or modifying and adopting programs to meet federal law and regulations; the ability to meet deadlines and multi-task; be familiar with case management systems; have excellent organizational skills and the ability to get along with others. Computer experience is a must. The preferred candidate will have experience managing a vocational rehabilitation program.

Examples of Duties: Plans, directs and supervises the operations and activities of the vocational rehabilitation services bureau including vocational rehabilitation, disability determination and independent living services; daily supervision of various programs and services offered by the State to people with disabilities; acts as consultant with respect to these programs and services; coordinates programs and services to insure compliance with State and Federal policy; serves in a liaison capacity between the Bureau of Rehabilitation Services and the appropriate Federal agencies and other State agencies; prepares and/or assists in the preparation of the bureau budget, and administers the bureau budget; works to coordinate vocational rehabilitation programs and services across the State with State and local school authorities, community-based organizations, advisory councils and consumer groups; advises the Commissioner on significant issues, program developments and operations of rehabilitation services programs; represents the Commissioner on task forces, advisory boards and negotiating teams; does related work as required.

Knowledge, Skills and Abilities: Thorough knowledge of the philosophy, methods and programs of vocational rehabilitation services; demonstrated managerial, administrative and supervisory abilities; good communication skills.

General Experience: A Master's degree in rehabilitation counseling or related field and a minimum of eight (8) years of professional experience in the field of vocational rehabilitation, public administration or a related human services area.

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 the following and forward as indicated below:

1. State of Connecticut Application for Employment (CT-HR-12), available online at: www.das.state.ct.us/exam/default.asp#APPLICATION_FORMS.
2. Copy of College transcript(s) (Original will be required upon hire)
3. Three (3) professional reference letters from current and/or former supervisors, or performance appraisals.
4. Candidates currently employed in state service, please submit your two (2) most recent service ratings in lieu of references with your application materials.

DORS.Recruitment@ct.gov

THE POSTING NUMBER MUST BE IN THE SUBJECT LINE OF THE EMAIL

or

Department of Rehabilitation Services

55 Farmington Avenue, 12th Floor

Hartford, CT 06105

ATTN: Human Resources

Incomplete, blank or late applications will not be considered. Also, no fax or hand-delivered copies will be accepted.

PLEASE NOTE: The primary contact method will be via email if provided on your application.

APPLICATIONS MUST BE RECEIVED OR POSTMARKED ON OR BEFORE May 28, 2015

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.