



PERRY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

www.perrydd.org

David C. Couch, Superintendent

JOB POSTING – *Internal and External Posting*

POSITION:

COMMUNITY SUPPORTS DIRECTOR

SUPERVISOR:

SUPERINTENDENT

REQUIREMENTS/QUALIFICATIONS:

- Bachelor's degree required, preferably in the fields of psychology, education, social work, public administration
- Minimum 5 years direct experience using behavior support techniques with people with developmental disabilities and developing and/or implementing positive behavior support and/or risk reduction strategies, or plans/assessments
- Minimum 5 years direct experience working with the ALA curriculum or other leadership training program
- Demonstrated leadership, with a minimum of 5 years supervisory experience
- Experience in effectively collaborating with community resources and governmental agencies
- Eligible for DODD Service and Support Administration Supervisor certification
- Current and valid Ohio driver's license with own transportation and acceptable driver's abstract in order to meet criteria for insurability

KNOWLEDGE/SKILLS/ABILITIES:

- Excellent communication skills (verbal, written, and interpersonal)
- Excellent organizational and time management skills
- Requires proficient knowledge and regular use of multiple information systems
- Robust leadership skills with demonstrated, successful outcomes
- Ability to maintain confidentiality of records, information and program matters
- Ability to tolerate a high level of stress and work under pressure of deadlines
- Demonstrate emotional intelligence, flexibility, and adaptability regarding change and unpredictable environments
- Ability to lead strategically, stimulate creativity, and motivate and inspire higher levels of performance

STATUS/SALARY:

- Position is unclassified, salaried, contract position; Exempt management employee
- Salary commensurate with education and experience

LOCATION:

5720 State Route 345 NE, New Lexington, OH

SCHEDULE:

Flexible working hours; but routinely work 40 or more hours per week, Monday-Friday. Schedule may include work after normal business hours.

APPLICATION PROCESS: Call 740-342-3542 or email j.stroup@perrydd.org to request the PCBDD *Employment Application* form. Forward applications and/or resumes to Human Resources Director, Jessica Stroup via mail: 5720 State Route 345 NE, New Lexington (*please note change of location*); email j.stroup@perrydd.org; or fax: 740-342-1081.

Interviews will be scheduled only for those candidates who best meet the above requirements.

POSTING EFFECTIVE DATE: Friday, October 26, 2018

POSTING REMOVAL DATE: Friday, November 9, 2018

Administration
Office
5720 State Route
345 NE
New Lexington, OH
43764
(P) 740-342-3542
(F) 740-342-1081

Service & Support
Administration
445 West Broadway
Street Suite C
New Lexington, OH
43764
(P) 740-342-0416
(F) 740-342-5568

Children's Program
128 South Main
Street
New Lexington, OH
43764
(P) 740-342-7722
(F) 740-342-0418