



**Arizona Department of Economic Security  
Division of Development Disabilities  
Assistant Director  
Salary Range: \$95,000 - \$115,000  
Location: Phoenix, Arizona**

The Department of Economic Security (DES) seeks a dynamic, innovative leader who is capable of executing strategic decisions to serve as the Assistant Director of the Division of Developmental Disabilities. The individual selected will lead the service delivery system for 32,000 Division consumers using a person centric, evidence based, best practice approach and implement strategies for delivery of services in an environment that emphasizes the individual consumers as the best judge of the life they would like to lead and the family as the primary service provider. This is accomplished through the coordinated activities of 1,800 staff located in 5 district offices, 575 qualified vendor agencies and 2,700 independent providers. Services and supports include acute and long-term care and early intervention. The Assistant Director will collaborate with all stakeholder groups and sister state agencies to direct an integrated program operations strategy. The Assistant Director interprets federal and state rules and regulations, and ensures compliance with an Arizona Long-Term Care System (ALTCS) contract with the Arizona Health Care Cost Containment System (AHCCCS), the state's Medicaid agency. Responsibility also includes oversight of a \$1 billion budget, a choice-based procurement and contract system and a state-operated case management system. Additionally, as a member of the DES Executive Leadership team, the Assistant Director will collaborate in the development of enterprise solutions and consistency throughout the state in strategic core business operations. One of the main areas of collaboration and leadership will be to be an active participant in evolving DES into an agency that delivers its service array in a person-centered model.

Expertise should include managing a staff and systems of a large and complex human services organization; knowledge of and ability to apply state and federal laws, rules and regulations pertaining to developmental disability issues; experience working with community leaders, media, legislators, government organizations, and families; and strategic planning and budget/program development experience. Also, excellent oral and written communication skills are required.

The ideal candidate should possess a Master's Degree in Social Work, Public Administration, or related field, a minimum of five (5) years of senior level management experience, and three (3) years' experience working with families and communities and governmental organizations in providing services to consumers with developmental disabilities.

OR

A Bachelor's Degree in any of the disciplines listed above and ten (10) years of progressively responsible administrative, management or supervisory experience in a health/human services setting or comparable setting, delivering individualized services. Experience must be at a leadership level, with broad policy-influencing responsibility for both fiscal and program administration.

To apply, go to [www.azstatejobs.gov](http://www.azstatejobs.gov). Select Create an Account button. Copy and paste your resume to your account. A cover letter is not required. Click the Search for Jobs button. Find and select the Assistant Director Developmental Disabilities job title and click the Search button. Click on the job title, scroll to the bottom of the screen and select the Apply button. Position is open until filled. First review of resumes will be February 10, 2012.

This position is not covered by the Arizona State Merit System. To learn more about the Department and its programs, visit [www.azdes.gov](http://www.azdes.gov).

Persons with a disability may request a reasonable accommodation such as a sign language interpreter or an alternative format by contacting Human Resources Administration at (602) 771-2870. Requests should be made as early as possible to allow time to arrange the accommodation. AZ State Gov't is an AA/EOE/ADA Reasonable Accommodation Employer.

**Comprehensive benefits include:**

- 12 days sick leave
- 21 days vacation
- 10 holidays per year
- Health and dental insurance
- Retirement plan
- Life insurance
- Long-term disability

**Optional employee benefits include:**

- Short-term disability
- Deferred compensation plan
- Supplemental life insurance



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