

**The Arc Erie County**, a non-profit organization dedicated to improving support and programs available for individuals with intellectual and developmental disabilities, is seeking a Director of Habilitation and Support Services. In this newly created role the successful candidate will develop, coordinate, and supervise the service and support activities in individual, community support, and habilitation services. Reporting to the Chief Operating Officer, the Director of Habilitation and Support Services will be responsible for strategic direction, fiscal/budgetary oversight, policies and procedures, hiring, supervision and evaluation of staff, staff training, and compliance with applicable regulations with the service unit.

The ideal candidate will have proven leadership experience and knowledge of community supports available to persons with developmental disabilities with an emphasis on waiver programs and residential supports/programs. Additionally, the candidate will have the ability to interpret and implement OPWDD regulations, Medicaid regulations, Health Homes and Mental Hygiene Laws as they apply to the operation of programs. The successful candidate will also have the ability to supervise staff and coordinate efforts of families, staff and collaterals in a team approach to the provision of services. Required competencies include: strategic thinking, creativity, visionary outlook, comfort with diversity, managing through systems, quality orientation, decision-making skills and optimism.

A Master's Degree in Social Work, Human Services or another related field is preferred, along with five years of senior level management / leadership experience. Alternative qualifications include a Bachelor's Degree in Social Work, Human Services or another related field, along with seven years of experience with developmentally disabled persons, with at least five years of progressive leadership experience.

**Qualified candidates may submit a resume and cover letter to MaryEllen Carlo at [mecarlo@cpibn.com](mailto:mecarlo@cpibn.com).**