

UTAH SCHOOLS FOR THE DEAF AND THE BLIND

742 Harrison Blvd.
Ogden, Utah 84404

Telephone (801) 629-4700 Voice, 629-4701 TTY
Salt Lake Telephone (801) 298-3311 Voice and TTY
Toll Free in Utah 1-800-990-9328

Announces
the Position of

Director of Related Services, USDB

Location: Utah Schools for the Deaf and the Blind
742 Harrison Blvd.
Ogden, UT 84404

Announcement No. 47-10
Schedule AD
DPR 50192/6150

JOB SUMMARY Directs and manages the Related Services Division at the Utah Schools for the Deaf and the Blind, which provides statewide support services to students and children who are deaf/hard-of-hearing and/or blind/visually impaired, in such areas as alternative language services, assessment and accountability, assistive/educational technology, audiology, low vision, occupational therapy, orientation and mobility, physical therapy and adaptive physical education, psychological and guidance services, school nursing, speech language therapy, and student transportation. Supervises subordinate employees, including professionals with bachelors, masters and doctorate degrees, to ensure that each is providing appropriate services; evaluates each employee; recommends new hires and/or terminations; provides in-service training for staff members; prepares budget and determines allocation of funds for staff, supplies, equipment and facilities; monitors all expenditures; evaluates and modifies support systems and other programs offered at the schools. Serves as USDB Compliance Officer, which includes tasks such as monitoring special education files for accuracy, providing in-service training regarding procedural and substantive legal issues, and writing the annual Utah Performance Improvement Planning System (UPIPS) report. Writes policies and procedures for entire USDB system. Performs other duties as assigned.

JOB REQUIREMENTS/SKILLS Master's degree in education or related field plus five (5) or more years experience related to administering support service programs to children and students with hearing or vision impairments, or substitutions on a year-for-year basis: related graduate degree for up to two years of the required experience. **OTHER QUALIFICATIONS/REQUIREMENTS** Special Education or related license and credential from the Utah State Office of Education plus an Administrative/Supervisory license. Successful completion of criminal background check is required for this position.

The ability to drive a vehicle is not required for this position, however, in order to drive a State vehicle, incumbent must have and maintain a valid Utah driver license and clean driving record. He/she will be subject to the Driver Eligibility standards found at the following link: <http://www.rules.utah.gov/publicat/code/r027/r027-007.htm#T3>.

SALARY AND BENEFITS \$51,563 - \$77,480 annually. This position is eligible for full benefits including medical, dental, life insurance, long term disability insurance, 1.5% employer contribution to 401(k), annual and sick leave, holiday pay, pension, and other valuable benefits. The State requires employees to receive their pay through Direct Deposit or EPPICard.

ASSIGNMENT PERIOD This is a full-time appointment which serves at the will and pleasure of the appointing authority. Work schedule Monday through Friday, eight (8) hours per day.

OPENING DATE: August 6, 2010

CLOSING DATE: Open until filled.

HOW TO APPLY: SUBMIT RESUME, COPY OF LICENSE, AND TRANSCRIPTS TO:

UTAH SCHOOLS FOR THE DEAF AND THE BLIND
HUMAN RESOURCE OFFICE
742 HARRISON BLVD.
OGDEN, UT 84404

Reasonable accommodation is provided in the interview process for known disabilities of otherwise qualified applicants. To request a reasonable accommodation in the interviewing process, please contact the Human Resource Office, (801) 629-4705 or (801) 629-4726, at least 24 hours prior to the interview.

The State of Utah, Executive Branch, participates in the Federal Employment Eligibility Verification Program (E-Verify). If hired, your continued employment will be contingent upon confirmation of your employment eligibility through the E-Verify Program.

Utah Schools for the Deaf and the Blind is an Equal Opportunity Employer and provides reasonable accommodation to the known disabilities of applicants.