**DISTRICT MANAGER SERVICES FOR THE BLIND**

**50 Clinton Street, Hempstead, New York**

The New York State Office of Children and Family Services (OCFS) is currently recruiting for a District Manager in our NYS Commission for the Blind’s Hempstead New York field office.

The District Manager will direct, supervise and coordinate all programs and services in a district office of the New York State Commission for the Blind. Services include vocational rehabilitation, youth transition, children’s services and independent living skills for individuals who are blind or deaf blind. The District Manager will also supervise up to 10 professional staff. Additional responsibilities will be discussed in detail during the interview.

To be qualified for a District Manager, you must have: A master’s degree in rehabilitation counseling, public administration, or a related human services field and five years of full time professional experience in the direct provision of vocational, rehabilitation, educational or counseling services to people with disabilities. Experience providing services for individuals who are blind is preferred. Two years of the experience must have involved full responsibility for program administration, including supervising professional and administrative staff, fiscal and contractual oversight, and development of business relationships and community resources.  A Certified Rehabilitation Counselor Certificate may be substituted for one year of the general experience.

The salary grade for this position is M-1 and begins at $68,252, - $86,273 in five annual steps.

This is a provisional New York State Civil Service position. As a provisional employee, the selected candidate will be required to pass the New York State Civil Service examination when it is offered and be reachable on the eligible list in order to remain in the position and become permanent.

The benefits of this position include: membership in the New York State Retirement System; comprehensive health insurance coverage, including dental and vision coverage, disability insurance; paid leave benefits, and eligibility for the New York State Deferred Compensation Program.

Candidates for this position will undergo fingerprint screening, criminal history record check, and New York State Child Abuse Registry clearance before being employed. Please be aware that candidates must pay a fee for the fingerprint screening.

When applying for this position, candidates must provide an email address, work, home and cell phone number, cover letter and resume. Also, please include the title and location of this position, and Employment Opportunity Announcement (EOA) number 14-502 and mail to:

NYS Office of Children and Family Services

Bureau of Personnel, EOA #14-502

North Building, Room 231

52 Washington Street

Rensselaer, NY 12144

OR

Email your cover letter and resume to [eoajobpostings@ocfs.ny.gov](mailto:eoajobpostings@ocfs.ny.gov)

Phone: (518) 473-7936

Fax: (518)474-0017