JOB POSTING
DIRECTOR OF DEVELOPMENTAL SERVICES

JOB DESCRIPTION

California Association of Health Facilities is looking for an experienced candidate with an understanding of the issues facing providers serving the developmentally/intellectually disabled population. As the Director of Developmental Services (DS), this person will be on the senior policy team developing and advocating for strategic policy positions that have a direct impact on member providers caring for these clients. The candidate will guide the legislative, regulatory, and member education activities to assist providers who care for developmentally/intellectually disabled people. This is a part-time position.

PRIMARY DUTIES AND RESPONSIBILITIES:

1. Advocate on behalf of member providers in addressing regulatory and regional center system issues with governmental agencies.
2. Monitor all new regulatory issuances from federal and state agencies; provide analysis and develop Association policy positions of those regulations relating to DS providers.
3. Respond to specific member inquiries and provide guidance or help to resolve issues involving regulatory enforcement.
4. As a subject matter expert, conduct presentations at association statewide conferences to keep members updated; serve as a speaker at trainings and webinars; assist in developing curriculum.
5. Work collaboratively with other policy directors in analyzing and identifying relevant issues – regulatory, clinical, reimbursement and legislative – that impact providers and care of the D/ID population.
6. Review legislation dealing with facility operations and other issues relevant to developmental services providers to help develop policy positions on CAHF-sponsored bills.
7. Develop relationships with members and potential new providers, and promote membership.

MINIMUM QUALIFICATIONS:

- Registered Nurse (RN) licensure in the State of California or a California Department of Developmental Services-approved Qualified Intellectual Disabilities Professional (QIDP) desired.
- At least five years’ experience in long term care, specifically experience in developmental services issues or relevant area.
KNOWLEDGE AND ABILITIES:

- Knowledge of both state and federal regulations for licensure and certification of an ICF/IID facility.
- Knowledge of the four facility types for developmentally disabled under the California Health and Safety Code 1250.
- Understanding of the role and responsibilities of the California Departments of Public Health (Licensing and Certification); the Department of Developmental Services, including Regional Centers, and the Department of Health Care Services.
- Demonstrated knowledge of the state regulatory process; advocacy experience helpful.
- Superior analytical skills; excellent writing and verbal communication skills
- Proficiency in Microsoft products
- Ability to work in a team environment

OTHER:

This is a part-time position (20 hours/week).

CONTACT:

If interested in this position, please send cover letter/resume and salary requirements to: CAHF-HR@cahf.org.

California Association of Health Facilities is a non-profit membership organization representing skilled-nursing facilities and intermediate-care facilities for the developmentally disabled. CAHF is dedicated to providing quality care for the frail, elderly, developmentally/intellectually disabled and those with chronic mental illness. www.cahf.org