

## **POSITION ANNOUNCEMENT**

### **Chief, Bureau of Long Term Services and Supports (Health and Senior Services Manager Band 2)**

The Missouri Department of Health and Senior Services, Division of Senior and Disability Services (DSDS) has an immediate opening for the Chief of the Bureau of Long Term Services and Supports.

The primary duties of the Long Term Services and Supports Bureau Chief position are to manage and supervise program development, training and related policies and procedure development for Home and Community Based Services (HCBS) needed by seniors and adults with disabilities in order to remain in their home and community rather than being institutionalized. This position provides direct supervision to three (3) Aging Program Specialists, one (1) Training Technician III, one (1) Training Technician II, three (3) part-time professional level hourly and intermittent employees, and one (1) Administrative Office Support Assistant who oversee all aspects of the division's various Medicaid programs and division policies. The duties will include frequent coordination and communication with other state departments/divisions and public entities to facilitate quality oversight of DSDS programs. Continuous coordination with other bureaus within DSDS is essential to ensure efficiency and prevention of any potential duplication. This position will also be responsible for reviewing proposed federal and state legislation to determine the effect on DSDS programs and operations.

Successful applicants must meet the requirements of the merit classification, Health and Senior Services Manager and have extensive knowledge of Medicaid Home and Community Based programs, DSDS policy and the ability to manage multiple projects.

Merit classification requirements: <https://oa.mo.gov/personnel/classification-specifications/8174#class-spec-compact3>

To be considered for this position, interested candidates must be on the Missouri Merit System register by October 31, 2017. Applicants must create an account using The State of Missouri's MERIT Electronic Application System (EASe) (<https://www.ease.mo.gov/Logon/RegisterOrLogon.aspx?ReturnUrl=%2f>).