

**SOUTH MISSISSIPPI REGIONAL CENTER
VACANCY ANNOUNCEMENT
November 8, 2018 – November 14, 2018**

POSITION: COORD. HLTH. FAC. QA

CLASS CODE: 1933

WORK LOCATION: Bayview Cottage

SCHEDULE: To be discussed during the interview process

SALARY RANGE: \$32,947.47 annually.

This is a Registered Position!

RESPONSIBILITIES:

Serve as the program coordinator and Qualified Intellectual Disabilities Professional (QIDP) for designated residential individuals. Coordinate, integrate and monitor each client's individual habilitation plan. Conduct on-site observations. Assist with service delivery and client advocacy issues. Incumbents ensure the coordination of work performed by interdisciplinary staff through monitoring facility surveys and licensure and certification actions, by regulating client activity through ISP's, 24 hour schedules, training programs and by keeping abreast of current policies and regulation. The work requires knowledge of all state and federal laws and regulations pertinent to healthcare providers and a thorough understanding of the licensure and certification processes. Knowledge of database and word processing applications necessary.

QUALIFICATIONS:

Master's Degree from an accredited four-year college or university in a mental health, intellectual/developmental disabilities, or related field **AND** five (5) years of experience related to the described duties, two (2) years of which must have included line or functional supervision **OR** a Bachelor's Degree in a mental health, intellectual/developmental disabilities, or related field (psychology, social work, counseling, special education) from an accredited four-year college or university **AND** six (6) years of experience directly related to the described duties, two (2) years of which must have included line or functional supervision. Must have at least one year of experience working directly with persons with intellectual disabilities to be a Qualified Intellectual Disabilities Professional. Must be eligible to drive a State of Mississippi vehicle.

APPLICATIONS:

Applicants must submit an electronic application to the MS State Personnel Board in Jackson through the website www.mspb.ms.gov no later than 12:00 A.M., November 14, 2018. Applicants must provide original proof of education when applying. For more information contact Lisa Simms, Unit Manager, at 228-867-1493.