

Joe Lombardo
Governor

Richard Whitley, MS
Director



DEPARTMENT OF HEALTH AND HUMAN SERVICES

AGING AND DISABILITY SERVICES DIVISION
Helping people. It's who we are and what we do.



Dena Schmidt
Administrator

Aging and Disability Regional Coordinator(s) - Rural

Annual salary up to \$110,353

Aging and Disability Services Division (ADSD) is accepting resumes for one (1) Rural Regional Coordinator position. This position will be filled in the Northwest region which serves Storey, Carson, Douglas, Lyon, Pershing and Mineral counties. This position is one of three Aging and Disability Regional Coordinators within the agency. ADSD is seeking to fill this unclassified position which will serve at the pleasure of the Division. ADSD provides an atmosphere of innovative thinking, teamwork, and promotes a positive work environment. The mission of ADSD is to empower individuals and their support systems by providing resources for disabilities and aging - connecting Nevadans to services and improving their quality of life.

DESCRIPTION: The primary responsibility of the Aging and Disability Regional Coordinator is to serve as a liaison between the Division, the community, and state agencies. Regional Coordinators work in their assigned regions to assist in the identification of gaps and challenges in their assigned regions, build partnerships with community leaders, partners, other government agencies, and advocate to identify solutions to gaps.

The Regional Coordinator will represent the Division within their assigned regions to help elevate recommendations to respond to community needs and concerns; serve as a member of community, private, and public boards; coordinate efforts with various service providers, government officials, professionals, and parents to resolve issues of mutual concern; and provide educational information on ADSD services to members of the community.

Regional Coordinators support agency strategic planning (including implementation), demonstration projects, and systems development to improve services for older adults and people with disabilities, and their support systems. This position conducts research to identify best practices, funding opportunities, and partnerships to overcome challenges in the regions they serve. This position serves to coordinate resources, promote advocacy, and make budget and policy recommendations a public health perspective.

Regional Coordinators serve as Tribal Liaisons in their assigned regions, working closely with other Department of Health and Human Services Tribal Liaisons and the local tribal nations to ensure awareness and access to services for tribal members. They also provide education to ADSD programs on needs and opportunities to coordinate with tribal nations to expand services to tribal members.

Regional Coordinators support Division efforts to ensure compliance with Title II of the Americans with Disabilities Act (ADA), serving as ADA coordinators in their assigned regions. In this role, the position is responsible for receiving ADA grievances from the members of the public, investigating the complaint, and working with the individual and the agency to make appropriate recommendations, as needed.

EDUCATION AND EXPERIENCE: Bachelor's degree from an accredited college or university in social work, health or social science, public administration or related field and two years of community engagement experience in the implementation of social services programs; interpretation and application of complex federal regulations; and writing program policies, procedures, and reports; OR an equivalent combination of education and experience as described above.

PREFERRED EXPERIENCE: Individual who has experience working within rural communities and agencies throughout Nevada. Experience in public policy from a health or social lens.

POSITION LOCATION: Carson City, Nevada

SALARY AND BENEFITS: Compensation is up to \$110,353 annual salary. *Salary Range reflects retirement (PERS) contributions by both the employee and employer. An employer paid contribution plan is available with a reduced gross salary.* Excellent benefits package of medical, dental and vision care, as well as life and disability insurance; paid holidays; generous leave benefits; contribution to the secure defined-benefit retirement plan (NV PERS) and no state, county, city, or social security tax. Other employee benefits such as deferred compensation plans are available. State employees do not contribute to Social Security. Long-term employees enjoy additional benefits. For additional information, please visit the Nevada Division of Human Resource Management at <http://hr.nv.gov/>, the Nevada Public Employees Benefits at <http://pebp.state.nv.us/>, and the Public Employees Retirement System of Nevada at <http://nvpers.org/>.

For further information or **to apply**, please submit your resume or Curriculum Vitae with a letter of interest and three (3) professional references to:

Cristina Petrilla
ADSD HR Analyst 2
7150 Pollock Drive
Las Vegas, NV 89119
T: (702) 486-6516
cristina@adsd.nv.gov

In the Subject line, please reference: **Rural Regional Coordinator**

Resumes will be accepted until recruitment needs are satisfied. ADSD is an equal Employment Opportunity/Affirmative Action in recruitment of its employees and does not discriminate based on race, color, national origin, religion or belief, age, sex, sexual orientation, pregnancy, genetic information (GINA), or gender identity and expression.

Aging and Disability Services Division is dedicated to assist all of Nevada's older adults as well as children and adults with disabilities or special health care needs, to live independent, meaningful, and dignified lives to the greatest extent possible!