**New Jersey Department of Human Services**

**EXECUTIVE DIRECTOR**

**Commission for the Blind and Visually Impaired**

The Executive Director, as the chief administrative officer, assumes a position of leadership in directing and managing the overall goals and programs of the Commission for the Blind and Visually Impaired. The Commission promotes and provides services in the areas of education, employment, independence and eye health.  It provides specialized services to persons with vision problems; educates and works in the community to reduce the incidence of vision loss; and works to improve attitudes concerning people with vision loss.

**Job Description:** The position reports to the Commissioner or other senior official in the Department of Human Services and is responsible for supervising the Division’s daily program management and administration as well as providing operational and policy direction. The Executive Director is responsible to provide or ensure access to services that will enable consumers to obtain their fullest measure of self-reliance and quality of life and fully integrate into their community. The Commission recognizes three major priorities, they are: 1) providing specialized services to persons with vision problems in the areas of vocational rehabilitation, education and independent living; 2) educating and working in the community to reduce the incidence of vision loss, and; 3) advocating to businesses and local communities for educational and employment opportunities on behalf of New Jersey residents who are blind or visually impaired.

**Qualifications:** This position requires a Bachelor’s degree supplemented by a Master’s degree in Rehabilitation Counseling, Business Administration, Public Administration, Social Work, Education, Special Education or related field and a minimum of seven (7) years of experience with programs for the Blind and Visually Impaired, including five (5) years of supervisory experience in organization, administration, and fiscal management.

**Residency Law:** The New Jersey First Act requires that public employees reside in New Jersey, unless exempted under the law or currently a NJ State government employee. If not a NJ resident, relocation must take place within one year after employment. Please refer to the New Jersey First Act.

Salary is commensurate with education and experience.

Qualified applicants should send a resume and a contact list of three (3) professional references, by March 23, 2018 to the attention of:

Bonny E. Fraser

Assistant Commissioner

222 South Warren Street

PO Box 700

Trenton, NJ 08625

Resumes may be emailed to [**DHSResumes@dhs.state.nj.us**](mailto:DHSResumes@dhs.state.nj.us)

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