

Director of Program Services Nevada

Overture provides residential, community, nursing, and behavior services for people with intellectual and developmental disabilities in the state of Colorado and Wyoming. We are now ready to expand our services to Nevada! Be a part of this exciting new initiative and join a team that believes everyone has the right to make choices and pursue opportunities to be the person they want to be.

Our opening is for a full-time Director of Program Services that will be responsible for developing, coordinating, and growing our Nevada programs in alignment with the organization's goals for the people we serve. This includes networking with and influencing key stakeholders and decision makers with the professional association, state departments, and legislature. This position requires frequent travel throughout the state of Nevada and availability for meetings and events outside of office hours.

Duties include but are not limited to:

- Promote and market Overture's vision, mission, and values and help expand services to those who need it.
- Manage and train staff in hiring/firing, conducting reviews and developing goals, disciplinary action, modeling clear and appropriate professional boundaries.
- Mentor, supervise, and train staff in performing thorough assessments and developing individualized support plans, as well as coordinate and monitor services to ensure policies and procedures are followed.
- Maintain a thorough understanding of the current rules and regulations and provide ongoing training with staff to ensure compliance.
- Assist staff in identifying and planning for potential problems before they occur, help staff to become independent in dealing with day to day challenges, and assist with crisis management.
- Foster cooperative working relationships and a positive team atmosphere and develop community relations and relationships with families/people we serve.
- Provide professional leadership in the day-to-day program coordination for the people we serve in alignment with the organization's vision, mission, and values.
- Foster internal and external stakeholder relationships and build community connections.



Requirements:

- Thorough knowledge of state rules and regs
- 2-3 years of supervisory experience
- Bachelor's Degree in Social Work, Psychology, or Human Services field.
- Bilingual in English and Spanish preferred.
- Flexibility – requires travel between Reno and Las Vegas offices, meetings, and client homes and willingness to work outside of normal hours to respond to emergencies.
- Self-motivated – requires ability to independently manage time and responsibilities; willingness to work remotely and virtually interface with supervisor and colleagues.
- Must pass background check and have reliable transportation with clean driving record per Overture's requirements.
- 2-3 years Program or Case Management experience and solid skills in performing thorough assessments, writing and monitoring support plans, developing service plans, and coordinating and monitoring services preferred.



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Please attach application, resume, and cover letter to the contact form on our website to apply!