
PROGRAM SPECIALIST III #16662(Job Id 22247)

Location: US:NH:CONCORD

Category: PROFESSIONAL &
MANAGERIAL

Salary: 47,307.000-
66,729.000 USD

Post Date: 09/16/2021

Close Date: 10/18/2021

Description

State of New Hampshire Job Posting
Governor's Commission on Disability
54 Regional Drive STE 5
Concord NH 03301

Accessibility Specialist
Program Specialist III
Labor Grade 23
Position #16662

***See total compensation information at the bottom of announcement.**

The State of New Hampshire, Governor's Commission on Disability has a full time vacancy for Accessibility Specialist.

Summary: To provide coordination, consultation and/or technical assistance to assist in compliance with applicable accessibility portions of the state building code, requirements of the Americans With Disabilities Act, 2010 ADA Standards for Accessible Design and to recommend universal design principles.

Reports to the Executive Director.

Responsibilities:

- Provides and coordinates technical assistance through document reviews, code interpretations, and site/plan reviews. Creates records/reports of contacts made and nature of assistance provided.
- Studies and analyzes existing policies, procedures, building codes, and other pertinent and relevant data in order to develop reports and recommendations for effective amendments while maintaining accurate records.
- Works with interested parties which may include individuals, state agency representatives, architects, building owners, contractors, and code enforcement officials to assist in the determination of the level of compliance with applicable ADA guidelines and/or similar requirements.
- Prepares weekly reports to the Executive Director including, but not limited to a summary of incidences, resolutions and work schedule for the following week. Provides annual, quarterly and other allied reports.
- Monitors current and proposed state legislation and administrative rules and drafts and processes proposed rules through the legislative procedure, provides technical assistance and/or testimony to legislative committees and the like.
- Reviews state agency facilities, municipal buildings and related facilities to determine level of compliance with accessibility standards and recommends possible solutions based upon compliance with accessibility standards and universal design.
- At the request of the Director, presents information and interpretation of state and federal laws or regulation to increase awareness and responsiveness to the needs of the disabled.

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from a recognized college or university with major study in education, engineering, design, architecture, or related field. Each additional year of approved formal education may be substituted for one year of required work experience.

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Experience: Four years of professional or paraprofessional experience in education, training, business, engineering, design, architecture, or a related field with knowledge of ADA and/or universal design with responsibility for program implementation, direct service delivery, planning or program evaluation. Each additional year of approved work experience may be substituted for one year of required formal education.

License/Certification: Eligibility for New Hampshire's driver's license, and/or access to transportation for use in statewide travel.

PREFERRED QUALIFICATIONS: Preference will be given to those applicants demonstrating knowledge of state building code, universal design, ADA standards for Accessible Design, in document review/interpretation, plan review/interpretation, and or building code review/interpretation.

DISCLAIMER STATEMENT: The supplemental job description lists the essential functions of the position and is not intended to include every job duty and responsibility specific to a position. An employee may be required to perform other related duties not listed on the supplemental job description provided that such duties are characteristic of that classification.

For further information please contact Phyllis J. Harrington, Business Administrator, phyllis.j.harrington@gcd.nh.gov 603-271-6634.

***TOTAL COMPENSATION INFORMATION**

The State of NH total compensation package features an outstanding set of employee benefits, including:

HMO or POS Medical and Prescription Drug Benefits:

The actual value of State-paid health benefits is based on the employee's union status, and employee per pay period health benefit contributions will vary depending on the type of plan selected.

See this link for details on State-paid health benefits: <https://das.nh.gov/hr/benefits.html>

Value of State's share of Employee's Retirement: 14.53% of pay

Other Benefits:

- o Dental Plan at minimal cost for employees and their families (\$500-\$1800 value)
- o Flexible Spending healthcare and childcare reimbursement accounts
- o State defined benefit retirement plan and Deferred Compensation 457(b) plan
- o Work/life balance flexible schedules, paid holidays and generous leave plan
- o \$50,000 state-paid life insurance plus additional low cost group life insurance
- o Incentive-based Wellness Program (ability to earn up to \$500)

Total Compensation Statement Worksheet:

https://das.nh.gov/documents/hr/JobSearch/FINAL_TOTAL_COMP_STATEMENT_ISSUE.xlsx

Want the specifics? Explore the Benefits of State Employment on our website:

<https://das.nh.gov/hr/documents/BenefitBrochure.pdf>

<https://das.nh.gov/hr/index.aspx>

EOE

TDD Access: Relay NH 1-800-735-2964