

Director of Student Disability Services
Western New England University

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Posted Feb. 6, 2020, set to expire Jun. 9, 2020

Job Title	Director of Student Disability Services
Department	Student Disability Services
Institution	Western New England University Springfield, Massachusetts
Date Posted	Feb. 6, 2020
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Director/Manager
Academic Field(s)	Administration/Supervision Educational Psychology/Behavior Analysis Higher Education Administration Special Education
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Job Description

Director of Student Disability Services

The Director is responsible for facilitating access to courses and academic programs for students with disabilities in accordance with the mission and policies of Student Disability Services and Western New England University, and under the mandates of the Americans with Disabilities Act, as Amended of 2008 and Section 504 of the Rehabilitation Act of 1973. The Director consults and advises regarding access standards and policies to parties responsible for services, activities, and facilities in relation to students with disabilities.

The Director acts as a strong advocate for students with disabilities; serves as a campus expert on matters concerning disability and access in higher education; and collaborates and regularly works with



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campus constituents and departments (i.e. students, faculty, and administrators) to develop and improve accessibility. In addition, the Director promotes usability of the campus through the delivery of programs and services that reframe disability and promote inclusive design. This position is also responsible for the research, development, coordination, and implementation of disability-related strategic initiatives. Knowledge of current case law and best practices as they relate to disability and higher education are essential.

Some of the central knowledge and job functions of this position include: comprehensive knowledge of disability law, student accommodation needs, and appropriate documentation; directing department operations, managing the professional staff, budget creation, priority setting and analysis; ensuring accommodation implementation; overseeing and maintaining departmental database for confidential student files and for the use of student analytic data; maintaining a student caseload for students with sensory, physical and/or mobility disabilities; consulting with General Counsel and the Provost as needed and other appropriate campus leadership, to develop University policies and procedures in accordance with federal law and current best practice within disability and higher education; training faculty, staff and administrators regarding disability-related issues.

Applicants should have knowledge of legal frameworks involving accommodations and access for students with disabilities in higher education namely the Americans with Disabilities Act, as Amended (ADAAA) of 2008, and Section 504 of the Rehabilitation Act of 1973. In addition, the applicant should have knowledge of the Family Educational Rights and Privacy Act (FERPA). Knowledge of assistive technology resources and alternative text and media is vital. Applicants should also have excellent communication, organization and time management skills.

Candidates should possess an advanced degree in special education, psychology, higher education administration or other related field, and at least three years experience working with students with disabilities and managing departmental professional staff in industry, government, or higher education institutions.

Excellent fringe benefits including tuition remission for employee, spouse, and dependent children.

Western New England University is a private, independent, coeducational institution founded in 1919. Located on an attractive 215-acre suburban campus in Springfield, Massachusetts, Western New England University serves 3,900 students, including more than 2,600 full-time undergraduate students. Undergraduate, graduate, and professional programs are offered through Colleges of Arts and Sciences, Business, Engineering, and Pharmacy, and School of Law.

To apply to this position please visit <http://employment.wne.edu>



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EEO/AA Policy

Western New England University is an Equal Opportunity Employer. We welcome candidates whose background may contribute to the further diversification of our community.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Western New England University
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Office of the Dean, School of Engineering
Springfield, MA 01119