**Seattle University; Seattle Washington**

**Senior Director of Disability Services**

**Full time, 12 month**

**Position Summary**

The Senior Director of Disability Services oversees University efforts to ensure that individuals with disabilities can fully participate in all university activities and are welcomed by knowledgeable and inclusive faculty, staff, and students. The director position assesses current approaches to inclusive service and campus education, develops improved policies and practices in partnership with other units, and evaluates effectiveness of implemented strategies. To that end, this director position also oversees the Office of Disabilities Services for students with disabilities and provides direct service within the Office.

**Essential Functions**

* Coordinates a campus-wide approach to disability access and inclusion, and is responsible for design and implementation of disability education for the campus community (40%)
* Supervision of the Director of Disabilities Services and the Office of Disabilities Services (20%)
* Provides direct services to students with disabilities (40%)

**Qualifications**

* Master’s degree in social work, student development, higher education administration, non-profit leadership, or another related field.
* Five years of significant experience in college student services, social work, program development and/or administration in education or social services.
* High level of appreciation for the impact of disabilities on the experience of students in higher education and for disability culture(s).
* Demonstrated knowledge of disabilities, disability-related issues and legal issues related to Section 504 and the Americans with Disabilities Act.
* Knowledge of best practices to processes and procedures for implementation of accommodations.
* Expertise in reviewing disability documentation for legal and policy compliance and to determine reasonable accommodation on that basis.
* Understanding of the goals, purposes and values of higher education.
* Strong interpersonal skills, oral and written communication skills, including making presentations, organization skills.
* Ability to establish and maintain collaborative relationships with faculty, staff, and students.
* Excellent judgment in situations with complex issues and ability perform within the tension of competing values and needs.
* All candidates must show a demonstrated commitment to diversity and the university's mission, vision, and values.

**Preferred Qualifications**

* Three years significant experience in service individuals with disabilities.
* Supervisory experience.
* Proficiency in disability management software.

**Apply** through the Seattle University website: <https://www.seattleu.edu/careers/>

**Contact for questions**

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