



Job Title	Director Accessibility Service	Job Code	SD0114
Pay Plan	A&P	Pay Grade	20
Union	Non-Union	FLSA Status	Exempt
Job Family	Student Development & Enrollment Services	Union Code	0
		Subfamily	Accessibility Services

Job Family & Subfamily Summary

Student Development & Enrollment Services Professionals develop, implement, facilitate, and evaluate various programs focused on assisting students in successfully integrating into the University environment.

Accessibility Services Professionals provide planning, developing, and implementing programs, processes, and activities for students with disabilities to promote access and success in the academic and campus environment.

Job Summary

Oversees teams in Student Accessibility Services and Inclusive Education Services (IES) while also managing grants related to IES work. Provides vision and leadership to the teams and leads them in strategic planning and fiscal management. Serves as the primary face of these units with others on campus and in the community.

Representative Duties

1.
 - Connects with the team on a regular basis to ensure they have what they need to be as effective as possible in their roles
 - Connects and collaborates with the UCF campus community (faculty, staff, and students) to work toward a fully accessible campus experience for students with disabilities and students with intellectual disabilities
 - Manages grants and associated programs and contributes to its objectives
 - Maintains an understanding of what is happening nationally with respect to SAS and IES operations
 - Ensures that UCF is meeting the state and federal laws that guide the creation and maintenance of accessible environments for students
 - Monitors evolving practices and legal developments that impact current decisions, actions and outcomes that must be incorporated at UCF
 - Serves as a leader, nationally for other SAS and IES units on respective campuses by sharing best practices, presenting, and contributing to listserv conversations

Education, Experience, Skill Requirements		
	Required	Preferred
Education Level	Bachelor's	Master's
Certification(s)		
Licensure(s)		
Work Experience		
8+ years of relevant work experience 3+ years of leadership experience OR 6+ years of relevant work experience with a Master's Degree 3+ years of leadership experience		
Additional Requirements		

Physical/Environmental Demands
Standard office environment with no unique physical demands

This general outline illustrates the type of work that characterizes the job. The statements in this job description are not intended to be an exhaustive list of all duties, responsibilities and qualifications required of the job.