



American Samoa Community College
University Center for Excellence in Developmental Disabilities
EMPLOYMENT OPPORTUNITY

Position Title: Project Director
Employment Status: Full-Time/12-Months (Career Service)

General Description:

The Money Follows the Person (MFP) Demonstration Project is a time-limited Medicaid initiative that supports qualified Medicaid beneficiaries as they transition from long-term care facilities back into their homes and communities. The MFP Project is housed under the University Center for Excellence in Developmental Disabilities (UCEDD) and works to sustain quality transition practices after the Project's end date in 2026. The MFP Project Director will work in a fast-paced environment, directly overseeing the transition experience of eligible individuals. The Project staff work closely together and collaboratively with others to manage the project's activities and direction. The primary responsibility of the MFP Project Director is to manage the day-to-day activities related to the MFP Demonstration Project, with a particular emphasis on transition and community capacity-building activities for the Project's eligible disability population. The Project Director will lead a day-to-day effort to transition the MFP Project's disability-related practices and services into the larger Medicaid program, along with assuming identified responsibilities within UCEDD's team.

Job Duties and Responsibilities:

- Develop and have oversight of annual project scope of work;
- Oversee the MFPs eligible disability population's transition activities including transition tracking, slot monitoring and quality analysis;
- Manage grant initiatives funded by MFP related to the disability community and projects identified by the Advisory Team;
- Oversee identified community capacity-building initiatives;
- Manage the Project and oversee the MFPs Federal and State Reporting and Project Closure activities
- Maintain communication with Advisory members and work closely with the Medicaid Home Community Base Specialist.

Minimum Qualifications:

- Master's degree in Health, Disabilities
- Five (5) years of demonstrated experience in the field of disabilities
- Demonstrated ability to collaborate with colleagues and stakeholders in guiding the Project's direction and the position's responsibilities;
- Strong organizational skills and the ability to manage multiple initiatives simultaneously;
- General comfort in navigating ambiguous systems and situations, with a goal of understanding, clarifying and impacting systems and practices which impede quality transition work;
- Proficiency in Microsoft applications; and

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(684) 699-9155 • (684) 699-8606 (fax)

- Time management and deadlines are high priorities

Salary: GS-16/16-21: \$40,612.00 - \$45,812.00 per annum

Application Deadline: September 30th, 2022 no later than 4:00pm.

Applications are available from American Samoa Community College, Human Resources Office 699-9155 Ext. 460/466/460/456/474, <http://www.amsamoa.edu/employmentopportunities.html> or by emailing ascchumanresources@amsamoa.edu.

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