



Director, DHHS Office of Aging and Disability Services (OADS)

Department of Health and Human Services

Opening Date: 7/17/2025

Closing Date: Open until hire

Grade: 38 (Appointed)

Salary: \$102,128.00 - \$162,302.40

Location: Augusta

The Office of Aging and Disability Services (OADS)

The Office of Aging and Disability Services (OADS) supports Maine's older and disabled adults by providing Adult Protective, Brain Injury, Other Related Conditions, Intellectual and Developmental Disability, Long Term Care, and Aging and Community services to the people of Maine.

OADS coordinates the programs and benefits to assure they operate consistent with the state and federal policies and the Maine Department of Health and Human Services' goals.

Mission: We promote the highest level of independence, health, and safety for older adults and adults with disabilities throughout Maine.

Responsibilities of Director

The Director is responsible for promoting the mission of the Office of Aging and Disability Services, a major program office within Maine DHHS. In this role, the Director contributes to, articulates, and implements the aging and disability policy priorities of the Commissioner and Governor. The Director communicates those priorities internally at OADS, throughout DHHS, to other departments of state government, and to external constituencies including the Legislature.

Core responsibilities for the Director include:

- Development and implementation of Adult Protective Services policies and programming, including investigation of abuse, neglect and exploitation and acting as public guardian for adults as needed.

- Strategic development and implementation of long term services and supports for older adults and adults with physical disabilities, including the implementation of key priorities such as Maine's Age-Friendly State Plan and the Elder Justice Roadmap.
- Development and implementation of a spectrum of services for older youth and adults with intellectual and developmental disabilities, including finalizing implementation of the new Lifespan waiver, A Path for Maine.
- Ensuring that all OADS programs are operated in compliance with applicable state and federal policy and within budgeted resources.

Additionally, the Director works closely with and oversees the OADS Chief Operating Officer, to ensure effective and efficient operations for 325 staff deployed statewide in multiple district offices, and of multiple contracted vendors, three programmatic associate directors, analytics compliance lead, and an administrative assistant.

In close collaboration with the Director of the Office of MaineCare Services (OMS), the OADS Director develops effective and efficient Medicaid coverage and payment policy for older adults and individuals with brain injury, physical disability, intellectual disability and related conditions. Through a memorandum of understanding with OMS, the OADS Director oversees delivery of Medicaid home- and community-based services (HCBS) and facility-based services to over 20,000 individuals with expenditures of over \$1.6 billion per year.

In close collaboration with the Director of Licensing and Certification, the OADS Director oversees the quality of HCBS and facility-based services and promotes policies to improve quality.

Qualifications

Bachelor's degree with a preference for a Master's, Business, Legal or other advanced degree.

Experience

10 or more years of progressive experience in:

- Aging or disability policy (preferably both)
- Government, human services or non-profit leadership and management
- Public policy development
- Outreach and engagement of interest holders/constituencies

Skills

- Strong interpersonal interactions and ability to forge collaborations and partnerships.
- Ability to work effectively with peers, particularly other Office Directors.
- Ability to identify organizational needs and implement effective strategies to address them.
- Ability to achieve office goals in a matrix departmental structure.
- Strong written and verbal communication skills, including ability to synthesize complex issues in brief communications.
- Ability to prioritize continuously and adapt plans to meet changing circumstances, while maintaining and communicating long-term vision and goals.
- Ability to identify organizational risks and develop risk mitigation strategies.
- Ability to build, nurture and motivate permanent and ad hoc teams as needed to advance Office and Departmental goals.
- Ability to develop and maintain national networks to stay abreast of best practices in aging and disability, and to communicate Maine's achievements to national audiences.
- Knowledge of the formal and informal literature in aging and disability and ability to assess the quality of information.
- Familiarity with the State Legislature and Judiciary preferred.

Agency information:

The Department of Health and Human Services (DHHS) is dedicated to promoting health, safety, resilience, and opportunity for Maine people. The Department provides health and social services to approximately a third of the State's population, including children, families, older Mainers, and individuals with disabilities, and mental health and substance use disorders. The Department also promotes public health, operates two state psychiatric hospitals, and provides oversight to health care providers. The Office of the Commissioner of DHHS provides coordination, collaboration and oversight to the Department's eight offices and two psychiatric hospitals. This position reports directly to the Commissioner, is located in Augusta, and subject to the Department's telework policy.

Application Information:

Please submit all documents or files in a PDF or Word format.

For additional information about this position please contact Desirea Murray at Desirea.Murray@maine.gov. To apply, please upload a current resume and cover letter addressing the competency areas identified in the Requirements Section. To request a paper application, please contact Mandy Hernandez at Mandy.Hernandez@Maine.gov.

Benefits:

No matter where you work across Maine state government, you find employees who embody our state motto—"Dirigo" or "I lead"—as they provide essential services to Mainers every day. We believe in supporting our workforce's health and wellbeing with a valuable total compensation package, including:

- **Work-Life Balance** – Rest is essential. Take time for yourself using **13 paid holidays, 12 days of sick leave, and 3+ weeks of vacation leave** annually. Vacation leave accrual increases with years of service, and overtime-exempt employees receive personal leave.
- **Health Insurance Coverage** – The State of Maine pays **85%-95%** of employee-only premiums (\$11,196.96-\$12,514.32 annual value), depending on salary. Use [this chart](#) to find the premium costs for you and your family, including the percentage of dependent coverage paid by the State.
- **Health Insurance Premium Credit** – Participation decreases employee-only premiums by 5%. Visit the Office of Employee Health and Wellness for more information about program requirements.
- **Dental Insurance** – The State of Maine pays 100% of employee-only dental premiums (\$387.92 annual value).
- **Retirement Plan** – The State of Maine contributes a percentage of pay to the Maine Public Employees Retirement System (MainePERS), on behalf of the employee.
- **Gym Membership Reimbursement** – Improve overall health with regular exercise and receive up to \$40 per month to offset this expense.
- **Health and Dependent Care Flexible Spending Accounts** – Set aside money pre-tax to help pay for out-of-pocket health care expenses and/or daycare expenses.
- **Public Service Student Loan Forgiveness** – The State of Maine is a qualified employer for this federal program. For more information, visit the Federal Student Aid office.
- **Living Resources Program** – Navigate challenging work and life situations with our employee assistance program.
- **Parental leave** is one of the most important benefits for any working parent. All employees who are welcoming a child—including fathers and adoptive parents—receive **six weeks of fully paid parental leave**. Additional, unpaid leave may also be available, under the Family and Medical Leave Act.
- **Voluntary Deferred Compensation** – Save additional pre-tax funds for retirement in a MaineSaves 457(b) account through payroll deductions.
- Learn about **additional wellness benefits** for State employees from the [Office of Employee Health and Wellness](#).

Maine State Government is an Equal Opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. We provide reasonable accommodations to qualified individuals with disabilities upon request.