January 16, 2015

To: All DSCC Employees

From: Office of Human Resources

Re: Job Posting # 15-029

We have an opening for a Business Administrative Associate, Early Hearing Detection and Intervention Specialist. This position will provide leadership to the Early Hearing Detection and Intervention Program. Salary is commensurate with education and experience.

MINIMUM ACCEPTABLE QUALIFICATIONS:

1. Bachelor's degree in business administration, management or a field related to the position.
2. Two years of professional level accounting, managerial and/or business experience, one year of which was at an administrative level.
3. Additional education, training and/or work experience in the area of specialization inherent to the position may be required.

SPECIALTY FACTORS REQUIRED FOR THE POSITION:

1. Master’s Degree in Audiology, Speech-Language Pathology, Public Health, Deaf Education, or Nursing.
2. State of Illinois Licensure applicable to specialization.
3. Demonstrated training and or work experience with children having special health care needs.

Preferred Qualifications:

1. Doctor of Audiology, Au.D
   Five years of demonstrated progressively responsible work experience as defined above.
2. Demonstrated experience as a multi-disciplinary team leader, program administrator, or similar duties.
3. Demonstrated research and/or teaching experience in a field related to newborn hearing screening programs.

The University of Illinois at Chicago Division of Specialized Care for Children is an Equal Opportunity, Affirmative Action employer. Minorities, women, veterans, and individuals with disabilities are encouraged to apply.