

CHIEF ACCOUNTABILITY OFFICER (ACS)

Duties and Responsibilities

This is a management class of positions. Under executive direction, with the widest latitude for the exercise of independent initiative and judgment, coordinates and responds to inquiries to the Administration' for Children's Services' (ACS) from oversight and external agencies. Performs related work.

Examples of Typical Tasks

Provide leadership to the agency's central office for responding to inquiries from oversight and external agencies.

Oversee implementation of recommendations and critical reforms from oversight agencies to improve policies and practice.

Lead in the development of a workplace culture that facilitates open communication and a continuous quality improvement process of agency operations.

Promote and encourage agency staff to raise concerns and offer recommendations for the promotion of best practices, policies and protocols.

Act as a confidential advisor to the Commissioner on matters concerning the most appropriate response to oversight and external agencies.

Ensure that program area is sufficiently staffed, equipped, trained and capable of carrying out mandated responsibilities.

Guide the development and implementation of technology to document information and produce management reports.

Evaluate direct reports and subordinate managers to assess their performance and the component operations they manage.

CHIEF ACCOUNTABILITY OFFICER (ACS) (continued)

Qualification Requirements

1. Bachelor's degree from an accredited college and 4 years of satisfactory experience of a nature to qualify for the duties and responsibilities of the position, at least 18 months of which must have been in an administrative, managerial, consultative or executive capacity or supervising personnel performing activities related to the duties of the position; or
2. A combination of education and/or experience equivalent to "1" above. However, all candidates must have the 18 months of administrative, managerial, executive, consultative or supervisory experience described in "1" above.

Direct Lines of Promotion

None. This class of positions is in the Non-Competitive Class.