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# Director of Employment Innovation & Workforce Development

**Location:** Morris County, NJ

**Status:** Full-Time

**Salary Range:** \$70,000 – \$90,000 (Commensurate with Experience)

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## About ArcMorris

ArcMorris is a nonprofit human services organization that has supported individuals with intellectual and developmental disabilities (IDD) in Morris County, NJ for over 70 years. Our mission is to empower individuals with IDD to make meaningful choices, live independently, and thrive in their communities.

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## Position Overview

The Director of Employment Innovation & Workforce Development is a senior leadership role responsible for advancing ArcMorris's mission by expanding meaningful, competitive, and integrated employment opportunities for individuals with intellectual and developmental disabilities (IDD).

Operating at both a strategic and executional level, this role designs and implements employment strategies that promote independence, economic mobility, and long-term career success. The Director collaborates across employment, education, workforce development systems, funding entities, and human services networks to build sustainable employment pathways and strong external partnerships.

The ideal candidate is a collaborative, systems-oriented leader with demonstrated success advancing competitive, integrated employment outcomes. This individual is mission-driven, data-informed, and comfortable navigating complex funding and service systems in a fast-paced environment.

## Key Focus Areas

- Competitive Integrated Employment (CIE) strategy and outcomes
  - Systems-level workforce development and innovation
  - Employer engagement and labor market alignment
  - Funding alignment and long-term sustainability
  - Full utilization of Federal and State set-aside programs
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## Employment Strategy & Program Development

The Director leads the development, expansion, and continuous improvement of employment initiatives that support competitive, integrated employment outcomes. This includes designing innovative models responsive to labor market demand, employer needs, and the goals of individuals served.

An essential component of this role is the exploration and implementation of affirmative enterprise models to create, support, and expand sustainable employment opportunities.

### Primary Responsibilities:

- Design and implement employment initiatives promoting competitive, integrated employment
  - Expand employment pipelines across private, public, and nonprofit sectors
  - Evaluate and strengthen existing employment programs
  - Identify and implement innovative employment models and career pathways
  - Align employment initiatives with ArcMorris's strategic plan
  - Research, implement, and operate affirmative enterprises consistent with organizational strategy and CEO directives
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## Funding, Grants & Systems Alignment

The Director maintains strong working knowledge of federal, state, and local workforce and disability employment funding streams and ensures alignment with regulatory and reporting requirements.

This role works closely with executive leadership, finance, and development teams to support funding development and long-term sustainability.

### Primary Responsibilities:

- Leverage funding streams including WIOA, Vocational Rehabilitation (VR), Medicaid waiver services, and philanthropy
  - Support or lead grant proposal development and funding narratives
  - Align program design with funding and reporting requirements
  - Collaborate with finance and leadership to ensure fiscal sustainability
  - Monitor policy and funding trends impacting employment services
  - Establish and maintain relationships with State and Federal set-aside program networks (including ACCSES and AbilityOne)
  - Participate in conferences, trainings, and meetings with Federal, State, County, and Municipal partners
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## Employer & Community Partnerships

The Director serves as a key external ambassador for ArcMorris's employment initiatives, building and sustaining strong partnerships with employers, workforce boards, educational institutions, government agencies, and community organizations.

### Primary Responsibilities:

- Cultivate and maintain employer partnerships across multiple industries
  - Represent ArcMorris in workforce and disability employment forums
  - Collaborate with workforce boards, educational partners, and government agencies
  - Promote the value of inclusive employment to external stakeholders
  - Position ArcMorris as a regional leader in disability employment
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## Leadership, Performance & Collaboration

This role collaborates closely with internal program leaders, supervisors, and frontline staff to support effective implementation of employment initiatives and promote accountability and continuous improvement.

### Primary Responsibilities:

- Collaborate with internal leadership to support program implementation
  - Provide strategic guidance, coaching, and mentorship to program leaders and supervisors
  - Establish and monitor key performance indicators (KPIs)
  - Analyze employment outcomes, retention, and program effectiveness
  - Promote best practices and continuous improvement
  - Support cross-functional collaboration and staff development
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## Compliance & Quality

The Director ensures employment initiatives operate in compliance with all applicable federal, state, and contractual requirements, supporting quality assurance and risk management efforts.

### Primary Responsibilities:

- Ensure compliance with federal, state, and contractual requirements
  - Support documentation, reporting, and audit readiness
  - Collaborate with quality and compliance teams
  - Identify and mitigate compliance risks
  - Support continuous quality improvement initiatives
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## Skills & Qualifications

- Bachelor's degree in Social Work, Human Services, or related field (Master's preferred)
- 7–10 years of progressive experience in workforce development, disability employment, or related fields



- Strong knowledge of WIOA, Vocational Rehabilitation, Medicaid employment services, and workforce systems
  - Demonstrated experience building employer and community partnerships
  - Proficient knowledge of Federal and State set-aside programs
  - Strong written and verbal communication skills
  - Ability to operate effectively in a senior, cross-functional leadership role
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## Preferred Qualifications

- Experience within the IDD service system
  - Grant writing or funding development experience
  - Prior senior leadership experience
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## Benefits

- 100% Employer-Paid Medical, Dental & Vision (single coverage after 90 days)
  - Employer-Paid Life Insurance
  - Supplemental Insurance (disability, accident, critical illness)
  - Legal Insurance (50% employer-covered)
  - Employee Assistance Program (24/7 support)
  - 403(b) Retirement Plan (up to 8% employer contribution after 1 year)
  - Paid Time Off (vacation, sick, personal, holidays)
  - Birthday Day Off (after 4 years of service)
  - Flexible Spending Account (medical & dependent care)
  - Training & Tuition Assistance
  - Mileage & Meal Reimbursement
  - Direct Deposit
  - Employee Recognition Programs
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### Contact:

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