

Tennessee Department of Human Services  
Division of Family Assistance  
Field Management Director 3 (FMD3)

The Tennessee Department of Human Services is announcing a vacancy for a Field Management Director 3 position. The vacancy is within the Division of Family Assistance and is responsible for oversight and leadership in the Department's District 6 for approximately 120 professional and support level positions in Davidson County. The FMD3 reports to the Director of Field Operations, Family Assistance, and is responsible for all aspects of field operations. This includes administrative responsibilities ranging from matters involving grounds/facilities to a human resources component. The primary responsibilities center on the administration of the division's two major programs: Families First (TANF) and the Supplemental Nutrition Assistance Program (SNAP).

A candidate must possess strength in strategic thinking, staff coaching/development, program administration, and process design/implementation. This position serves an Urban district and understanding this cultural element is imperative. The Department is seeking a candidate with a proven ability to forge strong relationships with both staff and community partners. The FMD3 must maintain a focus on continuous quality improvement, be performance driven, provide rapid response problem solving, and manage staff relationships in such a way as to promote individual and professional growth amongst the team.

To be eligible to apply for this position an applicant:

- Must possess a Bachelor's degree in a social sciences field such as social work, psychology, public administration, etc. However, a Master's degree in the same field is preferred.
- Must be able to demonstrate the ability to foster teamwork and progress toward a stated vision with a large scale workforce.
- Must have exceptional written and verbal skills, including presentation and public speaking skills
- Must possess a strong emotional intelligence that aids in successful interpersonal/professional relationships.

**Eligible applicants may send resumes to [Sonia.West-Rowson@tn.gov](mailto:Sonia.West-Rowson@tn.gov) for consideration and must be received by close of business on May 22, 2015.**

***Pursuant to the State of Tennessee's policy of nondiscrimination, The State of Tennessee Department of Human Services does not discriminate based on race, sex, religion, color, creed, pregnancy, national or ethnic origin, age, disability, or military services in its policies, or in the admission or access to, or treatment or employment in, its programs, services or activities.***