

VACANCY ANNOUNCEMENT

DIRECTOR OF STUDENT ACCESSIBILITY AND SUPPORT SERVICES

Job ID 4466

DATE: July 9, 2026

ANNOUNCEMENT: Southwestern Illinois College is accepting applications for the full-time administrative position of Director of Student Accessibility and Support Services.

POSITION DESCRIPTION: In accordance with the Mission and Values of Southwestern Illinois College, this position is involved with policy development and implementation of a comprehensive and multi-campus Student Accessibility and Support Services (SASS) department. This position requires knowledge and compliance with federal and state statutes to include the Americans with Disabilities Act (ADA), the ADA Amendments Act (ADAAA), Section 504 of the Rehabilitation Act and Section 508. The Director regularly reviews the Individuals with Disabilities Education Improvement Act (IDEIA). This position requires the ability to interpret regulations, develop accommodation policies and procedures for students, faculty and institutional use, and facilitate on-going training and guidance related to disability compliance programming. This position requires travel and supervision within the district to support growth and to ensure equal service to students and the community.

PRIMARY RESPONSIBILITIES:

1. Bachelor's degree in appropriate field is required; Master's degree is preferred.
2. Three years of experience providing postsecondary disability support and budget experience is required; community college experience is preferred.
3. Proficiency with Microsoft Office Suite is required, PeopleSoft experience is preferred.
4. Must successfully pass a criminal background check prior to hire.

SALARY: Salary Grade 5 on the Administrative Pay Scale, ranging from \$69,450 to \$86,857.

BENEFITS AND PERKS: *Benefit availability and eligibility may vary from the summary listed below. Please visit www.swic.edu for more information.*

- Eligibility for comprehensive medical, dental, vision, life, and disability insurance plans beginning date of hire
- Retirement savings plan through State Universities Retirement System of Illinois and voluntary 403(b) and 457(b) savings plan
- Eligibility for paid leave including holidays, sick, and vacation
- Educational incentives including Reduced Tuition at Southwestern Illinois College and Tuition Reimbursement
- Employee Assistance Program, employee discounts, gym access, additional voluntary benefits and more!

WORK LOCATION: Belleville Campus with District-Wide Responsibilities.

APPLICATION DEADLINE: Applications will be reviewed as positions become available.

APPLICATIONS PROCEDURE:

Required application materials, such as resume, cover letter and references, should be attached to your application. Other required application materials i.e., transcripts, etc., should be attached after your application has been submitted (*official* college transcripts must be provided at time of hire). Go to your **My Job Applications** page from the careers home page of your account.

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