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REHABILITATION COUNSELOR  
CLASSIFIED POSITION VACANCIES 001

LOCATION: EDUCATION AND THE ARTS  
DIVISION OF REHABILITATION SERVICES  
WHEELING DISTRICT OFFICE  
OHIO

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: UNDER THE DIRECTION OF THE WHEELING BRANCH OFFICE  
MANAGER, THIS INDIVIDUAL WILL PROVIDE A FULL  
RANGE OF SERVICES PRIMARILY TO ADULTS RESIDING  
IN OHIO AND MARSHALL COUNTIES. DUTIES INCLUDE,  
BUT ARE NOT LIMITED TO: SEEK AND ACCEPT REFERRALS,  
CONDUCT INITIAL VOCATIONAL DIAGNOSTIC INTERVIEWS,  
OBTAIN DIAGNOSTIC INFORMATION FOR DETERMINATION  
OF ELIGIBILITY/SIGNIFICANT DISABILITY/ORDER OF  
SELECTION. MAY ALSO ADMINISTER ACHIEVEMENT AND  
APTITUDE TESTS, INTERPRET PSYCHOLOGICAL AND  
VOCATIONAL DATA TO DETERMINE REHABILITATION NEEDS,  
PROVIDE VOCATIONAL COUNSELING AND ASSIST CLIENT  
IN MAKEING A SUITABLE GOAL CHOICE, DEVELOP  
INDIVIDUALIZED EMPLOYMENT PLANS WITH CLIENT/  
PARENTS, PROVIDE/ARRANGE AND MONITOR SERVIES AND  
PROGRESS. WILL ASSESS ECONOMIC NEED AND MAKE USE  
OF THIRD PARTY RESOURCES AND ASSIST WITH  
COMPETITIVE JOB PLACEMENT AND FOLLOW-UP SERVICES.  
THE INDIVIDUAL SHOULD POSSESS GOOD COMMUNICATION  
AND CASE MANAGEMENT SKILLS AND ALSO HAVE GOOD  
COMPUTER SKILLS FOR ELECTRONIC CASE MANAGEMENT.  
THE INDIVIDUAL WILL BE THE LIAISON REPRESENTATIVE  
WITH SEVERAL LOCAL AGENCIES. TRAVEL WITHIN THE  
COUNTIES IS REQUIRED IN ORDER TO CONTACT CLIENTS,  
COMMUNITY REHABILITATION PROGRAMS AND EMPLOYERS.  
THUS, A VALID DRIVER'S LICENSE OR CERTIFICATION  
THAT APPLICANT WILL PROVIDE A RELIABLE MEANS OF  
TRANSPORTATION IS REQUIRED.

\*\*PLEASE SEE ALTERNATE POSTING ON RS17028\*\*

REQUIREMENTS: TRAINING: MASTER'S DEGREE FROM A REGIONALLY  
ACCREDITED COLLEGE OR UNIVERSITY IN REHABILITATION  
COUNSELING, COUNSELING AND GUIDANCE, SOCIAL WORK,  
NURSING, SPECIAL EDUCATION, OR RELATED BEHAVIORAL  
SCIENCE OR HUMAN SERVICE FIELD.

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PROMOTIONAL: BACHELOR'S DEGREE FROM A REGIONALLY ACCREDITED COLLEGE OR UNIVERSITY WITH TWO YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN THE POSITION OF REHABILITATION COUNSELEOR TRAINEE WITH THE EMPLOYING AGENCY.

SALARY: PAY GRADE 014 \$29,400.00 - \$54,396.00

DEADLINE: OCTOBER 01, 2017

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
MR. AARON JOHNSON  
REHAB SERVICES 107 CAPITOL STREET  
CHARLESTON, WV 25301

PLEASE INCLUDE POSTING NUMBER RS17027 ON APPLICATION