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REHABILITATION COUNSELOR  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF COMMERCE  
DIVISION OF REHABILITATION SERVICES  
WHEELING BRANCH OFFICER  
OHIO

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: UNDER THE DIRECTION OF THE BRANCH OFFICE SUPERVISOR, THIS INDIVIDUAL WILL PROVIDE A FULL RANGE OF SERVICES TO INDIVIDUALS WITH VISUAL IMPAIRMENTS OR BLINDNESS WITHIN ALL COUNTIES OF THE WHEELING DISTRICT. MAY ALSO WORK TRANSITION, GENERAL FIELD, AND DEAF/HEARING IMPAIRED CASELOADS AS NEEDED. THIS POSITION WILL BE HOUSED WITHIN THE WHEELING DISTRICT. DUTIES INCLUDE, BUT AREN'T 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 MAKING A SUITABLE GOAL CHOICE, DEVELOP INDIVIDUALIZED EMPLOYMENT PLANS WITH CLIENT/PARENTS, PROVIDE/ARRANGE AND MONITOR SERVICES 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 SKILLS FOR ELECTRONIC CASE MANAGEMENT. THE INDIVIDUAL WILL BE THE LIAISON REPRESENTATIVE WITH SEVERAL LOCAL AGENCIES. TRAVEL WITHIN THE DISTRICT IS REQUIRED IN ORDER TO CONTACT CLIENTS, COMMUNITY REHABILITATION PROGRAMS AND EMPLOYERS. A VALID DRIVER'S LICENSE OR CERTIFICATION THAT APPLICANT WILL PROVIDE A RELIABLE MEANS OF TRANSPORTATION IS REQUIRED. PERFORMS OTHER RELATED WORK AS REQUIRED. THIS INDIVIDUAL WILL BE REQUIRED TO OBTAIN ADVANCED AND/OR SUPPLEMENTAL TRAINING IN THE AREA OF BLINDNESS AND VISUAL IMPAIRMENT FROM MISSISSIPPI STATE UNIVERSITY OR

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A SIMILAR PROGRAM TO GAIN THE SPECIALIZED SKILLS AND KNOWLEDGE THAT IS INDICATIVE FOR THIS POSITION. THIS INDIVIDUAL WILL ALSO BE REQUIRED TO MAINTAIN THEIR KNOWLEDGE OF BLINDNESS AND VISUAL IMPAIRMENT BY PARTICIPATING IN SUBSEQUENT TRAININGS BY ANNUALLY ATTENDING WEBINARS, BY BOTH AGENCY AND NON-AGENCY TRAININGS, FREE AND PAID ONLINE COURSES, WORKING WITH VISION ITINERANT TEACHERS, OPTOMETRIST, OPTHAMOLOGIST AND ATTENDING BLIND/VI STAFF MEETINGS AND TRAININGS. REFER TO ALTERNATE POSTING RS1920/REHABILITATION COUNSELOR, TRAINEE

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.  
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 COUNSLEOR TRAINEE WITH THE EMPLOYING AGENCY.

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

DEADLINE: DECEMBER 19, 2018

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
MR. TERRY W. BLAIR  
DIVISION OF REHABILITATION SERVICES  
ADMINISTRATIVE OFFICE, 107 CAPITOL STREET  
CHARLESTON, WV 25301

PLEASE INCLUDE POSTING NUMBER RS1919 ON APPLICATION