DATE: MARCH 12, 2020
RS2037
PAGE: 1

REHABILITATION COUNSELOR
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF COMMERCE
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
SUPERVISOR, THIS INDIVIDUAL WILL PROVIDE A FULL
RANGE OF SERVICES TO PERSONS WITH VISUAL
IMPAIRMENTS 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 IN THE WHEELING
DISTRICT OFFICE. DUTIES INCLUDE, BUT NOT LIMITED
TO; SEEK AND ACCEPT REFERRALS, CONDUCT INITIAL
VOCATIONAL DIAGNOSTIC INFORMATION FOR
DETERMINATION OF ELIGIBILITY/SIGNIFICANT DISABILITY
/ORDER OF SELECTION. MAY ALSO ADMINISTER
ACHIEVEMENT AND APITUDE 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 CANDIDATE
NEEDS TO TRAVEL THROUGHOUT THE DISTRICT TO MEET
WITH CLIENTS, SCHOOLS, EMPLOYERS, AND COMMUNITY
AGENCIES. OTHER DUTIES AS ASSIGNED. 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 SIMILAR PROGRAM TO GAIN THE
SPECIALIZED SKILLS AND KNOWLEDGE THAT IS
INDICATIVE FOR THIS POSITION. THIS INDIVIDUAL WILL
ALSO NEED TO PARTICIPATE IN SUBSEQUENT TRAININGS
BY ANNUALLY ATTENDING WEBINARS, BY BOTH AGENCY AND
NON-AGENCY TRAININGS, FREE AND PAID ONLINE COURSES
WORKING WITH VISION ITINERANT TEACHERS,
DATE: MARCH 12, 2020
RS2037
PAGE: 2

OPTOMETRISTS, OPHTHALMOLOGISTS AND ATTENDING BLIND/VI STAFF MEETINGS AND TRAININGS.
**ALTERNATE POSTING TO RS2038**

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 COUNSELOR TRAINEE WITH THE EMPLOYING AGENCY.

SALARY: PAY GRADE 014 $31,146.00 - $57,620.04

DEADLINE: MARCH 22, 2020

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 RS2037 ON APPLICATION