

DATE: SEPTEMBER 02, 2020

RS2066

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REHABILITATION COUNSELOR
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF COMMERCE
DIVISION OF REHABILITATION SERVICES
MARTINSBURG DISTRICT OFFICE
BERKELEY

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: UNDER THE DIRECT SUPERVISION OF THE BRANCH OFFICE SUPERVISOR, THIS INDIVIDUAL WILL FUNCTION AS A PROFESSIONAL IN PROVIDING SERVICES TO INDIVIDUALS WITH DISABILITIES IN THE GENERAL FIELD/TRANSITION FIELD. THE COUNTIES TO BE SERVED: BERKELEY, JEFFERSON AND MORGAN. THIS POSITION WILL BE HOUSED IN THE MARTINSBURG DISTRICT OFFICE. DUTIES WILL INCLUDE, BUT WILL NOT BE LIMITED TO: PROVIDING REHABILITATION COUNSELING AND GUIDANCE TO THE MOST SIGNIFICANTLY DISABLED INDIVIDUALS IN A GENERAL FIELD/TRANSITION FIELD TERRITORY. THEY WILL INCORPORATE REHABILITATION TECHNIQUES AND STANDARDS TO PLAN AND ARRANGE VOCATIONAL REHABILITATION SERVICES TO THOSE WITH PHYSICAL AND/OR MENTAL DISABILITIES TO ASSIST THEM IN OBTAINING OR MAINTAINING COMPETITIVE EMPLOYMENT. THESE TECHNIQUES MAY INCLUDE VOCATIONAL ASSESSMENT, GUIDANCE AND COUNSELING REGARDING VOCATIONAL GOAL, REFERRING CLIENTS FOR EVALUATIONS AND DIAGNOSTICS AND DEVELOPING COMPREHENSIVE PLANS FOR EMPLOYMENT. THEY WILL EVALUATE MEDICAL DOCUMENTATION TO DETERMINE ELIGIBILITY FOR SERVICES AS WELL AS IMPACT OF THE DISABILITY. THEY WILL HAVE EXTENSIVE CONTACT WITH THE PUBLIC THROUGH COMMUNITY GROUPS AND SERVICE PROVIDERS IN REPRESENTING THE DIVISION OF REHABILITATION SERVICES AND THE AGENCY'S MISSION. THEY WILL ALSO SERVE AS A RESOURCE FOR BUSINESSES AND EMPLOYERS OR REPRESENTATIVES OF PUBLIC AND PRIVATE AGENCIES.
ALTERNATE POSTING TO RS2067
0932P00396

REQUIREMENTS: TRAINING: MASTER'S DEGREE FROM A REGIONALLY ACCREDITED COLLEGE OR UNIVERSITY IN REHABILITATION

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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 COUNSELEOR
TRAINEE WITH THE EMPLOYING AGENCY.

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

DEADLINE: SEPTEMBER 12, 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 RS2066 ON APPLICATION