

**Department of Rehabilitation Services
JOB OPPORTUNITY**

Vocational Rehabilitation Counselor (BLIND)

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE

OPEN TO: The Public

BARGAINING UNIT: Education P3-B (14), Monday – Friday 35 HRS.

SALARY RANGE: \$59,967.00 to 78,623.00 (Salary Grade EC 25)

LOCATION: 184 Windsor Avenue
Windsor, CT 06095

JOB POSTING NO: 34796

POSTING DATE: January 17, 2014 – January 31, 2014

The Department of Rehabilitation Services, Bureau of Education and Services for the Blind is recruiting to fill a Vocational Rehabilitation Counselor (Blind) position. The preferred candidate will have experience with job placement for people who are blind and hold a certification as a Rehabilitation Counselor (CRC).

PURPOSE OF CLASS:

In the Bureau of Education and Services for the Blind vocational rehabilitation program, this class is accountable for providing and coordinating services that result in employment for individuals who are legally blind.

EXAMPLES OF DUTIES:

Interviews applicants who are legally blind for rehabilitation services; secures information regarding education, work experience, interests, and aptitudes; arranges for administration of vocational and related assessments; evaluates and interprets data and assists clients on assigned caseload to select a plan of vocational services leading to employment; arranges for rehabilitation services such as physical restoration, vocational training, transportation and job placement; provides information on job growth trends; provides counseling and guidance to individuals throughout rehabilitation process and assists individuals in addressing matters regarding benefits, disability and vocational adjustment; assesses labor market factors, performs significant outreach to employers to identify job opportunities for clients on assigned caseload, works with community rehabilitation providers to coordinate vocational services, establishes and maintains working relationships with private, local, state and federal agency hiring authorities; maintains case records, prepares and provides data required for federal and state reporting requirements; speaks publicly to employers, community providers, advocacy organizations on agency services and related topics; documents case work activities; performs related duties as required.

MINIMUM QUALIFICATIONS REQUIRED KNOWLEDGE, SKILL AND ABILITY;

Knowledge of principles and techniques of vocational rehabilitation counseling, interviewing and vocational testing; knowledge of community resources available to provide and coordinate vocational rehabilitation services for individuals who are legally blind ; knowledge of occupations, job requirements and safety factors; knowledge of medical and psychological aspects of disabilities; considerable interpersonal skills; considerable oral and written communication skills.

EXPERIENCE AND TRAINING:

A Master's degree in rehabilitation counseling or a closely related field that satisfies degree requirement for rehabilitation counselor certification, and one (1) year of professional experience in rehabilitation counseling, job placement of persons with disabilities or vocational adjustment counseling.

APPLICATION PROCEDURE: Candidates who meet the above requirements should complete a State of Connecticut Application for Examination or Employment (CT-HR-12). **Incomplete, blank or late applications will not be considered. Also, no fax or hand-delivered copies will be accepted.** The CT-HR-12 Application Form may be downloaded from the State of Connecticut's Department of Administrative Services Human Resources Services Website at: www.das.state.ct.us/exam/default.asp#APPLICATION_FORMS.

Please **mail** your completed State of Connecticut Application for Examination or Employment (CT-HR-12) to:

Sabrina Betts, Human Resources Specialist
Department of Rehabilitation Services
25 Sigourney Street, Human Resources, 6th Floor
Hartford, CT. 06106

APPLICATIONS MUST BE POSTMARKED BY January 31, 2014.

The State of Connecticut is an Equal Opportunity/Affirmative Action employer and strongly encourages the applications of women, minorities, and persons with disabilities.