

DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES

JOB OPPORTUNITY

VOCATIONAL REHABILITATION COUNSELOR (CLIENT/PATIENT)

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

Open To: Candidates on current examination list

Location: Connecticut Valley Hospital – General Psychiatry Division – Young Adult Services – M4D
Middletown, CT

Job Posting No: CV- 102388

Hours: 1st Shift ~ Monday – Friday ~ 8:00 a.m. to 4:30 p.m. ~ 40 hours weekly

Salary: \$58,318.00 Annually

Closing Date: July 26, 2012

Duties may include but not limited to: Under the supervision of a Vocational Rehabilitation Counselor Coordinator; evaluates and assesses patients for vocational rehabilitation services; establishes community contacts; provides patient work site training and retraining; works with treatment teams to assist individual patients with achieving social, emotional and vocational stability; participates in interdisciplinary treatment team meetings; conducts vocational related core groups that reflect the needs of pre and current vocational patient workers; may perform vocational testing; develops and establishes worksites to accommodate patients' needs and preferences; maintains case records and other pertinent material; establishes individual goal and objective and documents service delivery in progress notes; effectively teaches job seeking skills such as resume writing and interviewing skills; assists patients with preparing vocational plans upon discharge; works with criminal justice system as necessary; prepares state and federal reports concerning rehabilitation services rendered; administers and interprets psychological tests pertaining to vocational abilities; refers clients to in-hospital rehabilitation modalities such as pre-vocational evaluation, industrial and recreational work sites; follows up on placements made in institution or community; carries an on-going case load; writes and completes concise case reports; gathers, analyzes and evaluates significant case information pertinent to rehabilitation of an individual; may supervise employees of a lower class; performs related duties as required.

Eligibility Requirement: This is a competitive classification. State employees currently holding the above title or those who have previously attained permanent status or candidates who have applied for and passed the Vocational Rehabilitation Counselor (Client/Patient) examination, and therefore; on the current certification list promulgated by the Department of Administrative Services for this classification may apply.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

To be considered for this position:

1. **DMHAS employees who are lateral transfer candidates** (example: Mental Health Assistant 1 applying to a Mental Health Assistant 1 posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed
2. **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an State of Connecticut Application for Employment to:

Doreen Clemson, Human Resource Associate
Connecticut Valley Hospital – Human Resources Division
PO BOX 351 – Silver Street – Page Hall - Middletown, CT 06457
Fax: (860) 262-5055 - E-Mail: Doreen.Clemson@po.state.ct.us

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities. P-2