

DEPARTMENT OF REHABILITATION SERVICES
JOB OPPORTUNITY

VOCATIONAL REHABILITATION COUNSELOR (REHABILITATION SERVICES)

This position is 100% federally funded

OPEN TO: Public

JOB POSTING NO: 32423

HOURS: 35 hour work week

SALARY RANGE: (EB-23) \$56188.00 – \$73162.00
(New hires start at minimum of salary range)

LOCATION: BRS 1642 Bedford Street, Stamford, CT

POSTING DATE: November 5, 2014 – November 19, 2014

The Department of Rehabilitation Services, Bureau of Rehabilitation Services, is presently accepting applications to fill one Vocational Rehabilitation Counselor position in the Bureau of Rehabilitation Services, Stamford CT location. Counselors are responsible to perform, under close supervision of a professional, rehabilitation services to individuals with disabilities presenting moderately difficult rehabilitation problems.

Selected candidate is expected to possess excellent computer and telephone communication skills; excellent organizational skills, exceptional time management skills, excellent written and verbal communication skills, as well as good attention to detail. The ability to use sound reasoning and critical thinking to make decisions is also essential. Experience using a case management system is preferable.

Eligibility Requirements: A Master's degree from an accredited college with a major course of study in rehabilitation counseling, psychology, education, vocational guidance, or a related behavioral or social science program. **Preference will be given to those with a Master's degree in Vocational Rehabilitation.**

Note: The Department requires that candidates for Bureau of Rehabilitation Services Vocational Rehabilitation Assistant Counselor positions have the educational qualifications for rehabilitation counselor that meet the most current national standard for Certified Rehabilitation Counselor (CRC) as specified by the Commission on Rehabilitation Counselor Certification (CRCC) website:

http://www.crcrcertification.com/pages/eligibility_requirements/69.php. This criteria must be completed within (3) three years from date of hire.

Responsibilities: Provides professional rehabilitation planning for services to individuals with disabilities presenting difficult vocational adjustment and rehabilitation problems; actively locates, investigates and interviews individuals with disabilities to explain functions; services and eligibility requirements of the agency; counsels individuals and assists in planning, selecting, preparing for and achieving a vocational adjustment, obtain significant information from the individual and necessary information from school, employers, and other public and private agencies and medical facilities; arranges for services within the agency or other community agencies; may administer psychological tests; furnishes consultative services to community agencies;

Knowledge, Skill and Ability: Knowledge of principles and techniques of interviewing and occupational testing; knowledge of job analysis and ability to identify and interpret labor market trends; ability to determine and utilize appropriate job placement techniques; knowledge of the kinds of community resources available to help rehabilitate and improve the employability of disabled persons; ability to gather, analyze, evaluate and record information pertinent to the rehabilitation of an individual; ability to establish and maintain an effective counseling relationship with individuals.

APPLICATION PROCEDURE: Candidates who meet the above requirements should complete a State of Connecticut Application for Examination or Employment (CT-HR-12), a copy of their college transcript and three reference letters from individuals they have worked for or their three most recent performance evaluations. **(Note: Original transcripts will be required upon offer of employment.)** Due to the large number of applications received, we cannot confirm receipt of applications. **Incomplete, blank or late applications will not be considered. Also, no fax, emailed or hand-delivered copies will be accepted.** Please **mail** your completed State of Connecticut Application for Examination or Employment (CT-HR-12) to:

DORS.Recruitment@ct.gov

PLEASE NOTE, THE POSTING NUMBER MUST BE IN THE SUBJECT LINE OF THE EMAIL

or

Department of Rehabilitation Services
55 Farmington Avenue, 12th Floor
Hartford, CT. 06105
ATTN: Human Resources

APPLICATIONS MUST BE POSTMARKED ON OR BEFORE November 19, 2014.

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

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