DEPARTMENT OF REHABILITATION SERVICES (DORS)  
JOB OPPORTUNITY  
VOCATIONAL REHABILITATION COUNSELOR COORDINATOR (CLIENT/PATIENT)  

Bureau of Workers Rehabilitation Services  

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

Open To: Candidates on a current examination list or lateral transfer  
Location: New Haven  
Job Posting No: 11201  
Hours: Monday – Friday, 40 hours per week  
Bargaining Unit: Social and Human Services (P-2)  
Salary: $73,506.00* - $93,173.00 (SH-26)  
  * Employees new to state service start at the minimum of the range  
Closing Date: February 27, 2017 - March 8, 2017  

Eligibility Requirement: Candidates must have applied for and passed the Vocational Rehabilitation Counselor Coordinator (Client/Patient) exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.  

The Department of Rehabilitation Services, Workers Rehabilitation Services Unit, is recruiting for a Vocational Rehabilitation Counseling Coordinator (Client/Patient) position. The preferred candidate will be responsible for analyzing and synthesizing medical, psychological and legal reports to determine program eligibility and services for individuals with complex vocational needs. Responsibilities also include interface with Commissioners who adjudicate claims under Worker Compensation statutes; and providing expert vocational testimony when necessary. State wide travel is required.  

The preferred candidate should:  

- Demonstrate experience in Professional Counseling techniques with individuals experiencing the most difficult and complex vocational rehabilitation problems.  
- Demonstrate experience in providing case management to a large caseload across a large geographic area.  
- Demonstrate experience in achieving high employment outcomes in a broad range of competitive settings, without accommodations, with a diverse population.  
- Be knowledgeable of vocational trends, employment opportunities and labor market research.  
- Master's degree is preferred.  

Examples of Duties: Plans, establishes, maintains, and evaluates a network of services for clients experiencing difficult and complex vocational adjustment and rehabilitation problems; identifies appropriate vocational rehabilitation programs both within agency and community and investigates eligibility requirements of such programs; evaluates potential of disabled individuals to benefit from vocational rehabilitation services; assesses vocational rehabilitation needs of clients and develops treatment plans; monitors implementation of treatment plans; provides professional counseling services to a caseload of individuals experiencing the most difficult and complex vocational rehabilitation and vocational adjustment problems; maintains case records on assigned caseload; prepares reports concerning rehabilitation services rendered; may administer and interpret psychological tests as they pertain to vocational interests and abilities; may provide consultative serves to community agencies; may speak before lay and professional groups; performs related duties as required.
Knowledge, Skills and Abilities: Knowledge of the principles and techniques of vocational rehabilitation counseling and interviewing; knowledge of vocational rehabilitation process; knowledge of relevant state and federal laws and regulations; knowledge of psychological and occupational testing; knowledge of rehabilitative remedies and treatment; knowledge of community resources available to meet rehabilitative needs of individuals; knowledge of labor market major occupational groups and their required qualifications; considerable interpersonal skills; oral and written communication skills; ability to gather, analyze and evaluate significant case information pertinent to rehabilitation of individuals; ability to prepare reports and maintain files and records; some supervisory ability.

EXPERIENCE AND TRAINING:

General Experience: Eight (8) years of experience in vocational rehabilitation counseling or related fields which involve dealing with problems of individual behavior in relation to vocational adjustment.

Substitutions Allowed:

1. College may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree.
2. A Master’s degree in rehabilitation counseling, vocational guidance, or a related behavioral science may be substituted for one (1) additional year of the General Experience.
3. For State employees, two (2) years of experience as Vocational Rehabilitation Counselor (Client/Patient) may be substituted for the General Experience.

Special Requirement: Incumbents in this class in the Bureau of Rehabilitative Services may be required to possess a Master's degree in Vocational Rehabilitation Counselor.

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

Application Instructions: Interested and qualified candidates who meet the above requirements should submit the following and forward as indicated below:

1. State of Connecticut Application for Employment (CT-HR-12), available online at: [www.das.state.ct.us/exam/default.asp#APPLICATION_FORMS](http://www.das.state.ct.us/exam/default.asp#APPLICATION_FORMS)
2. Copy of College transcripts (Original will be required upon hire)
3. Three (3) professional reference letters from current and/or former supervisors, or performance appraisals.
4. Candidates currently employed in state service, please submit your two (2) most recent service ratings in lieu of references with your application materials.

Department of Rehabilitation Services
55 Farmington Avenue, 12th Floor
Hartford, CT 06105
ATTN: Human Resources
OR EMAIL TO: DORS.Recruitment@ct.gov

THE POSTING NUMBER MUST BE IN THE SUBJECT LINE OF THE EMAIL

Incomplete, blank or late applications will not be considered. Also, no fax or hand-delivered copies will be accepted.

PLEASE NOTE: The primary contact will be via email if provided on your application.

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.

If you are requesting special accommodations under the provisions of the Americans with Disabilities Act (ADA) please contact DORS Human Resources at 860-424-4985 or DORS.Recruitment@ct.gov