

**STATE OF CONNECTICUT
DEPARTMENT OF SOCIAL SERVICES
BUREAU OF REHABILITATION SERVICES**

POSTING DATE: April 19, 2011

CLOSING DATE: May 3, 2011

VOCATIONAL REHABILITATION COUNSELOR

The Department of Social Services Bureau of Rehabilitation Services (BRS) is recruiting to fill an anticipated Vocational Rehabilitation Counselor position vacancy located in the Norwich BRS office. This position is 100% federally funded.

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

OPEN TO: CURRENT STATE EMPLOYEES AND THE PUBLIC

POSITION: VOCATIONAL REHABILITATION COUNSELOR (PCN# 32438)

BARGAINING UNIT: EDUCATION PROFESSIONS (P-3B)

STARTING SALARY: \$52,962.00 Annually (EB 23, Step 1)

LOCATION: BRS NORWICH OFFICE
113 Salem Turnpike, Suite 200
Norwich, CT 06360

RESPONSIBILITIES: Provides professional vocational rehabilitation counseling; develops plans for providing services to persons with disabilities on cases presenting vocational adjustment and rehabilitation problems; conducts initial interview with applicants and explains functions, program eligibility requirements and scope of services that lead to employment for persons with disabilities; obtains significant information from schools, employers, other public and private agencies and medical facilities concerning the client; provides career counseling; arranges for provision of services, writes case histories and reports as required; confers with medical and other consultants to resolve complex problems relating to employment; does related work as required.

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.

EXPERIENCE AND TRAINING:

General Experience:

1) A Master's degree from an accredited college with a major course of study in rehabilitation counseling, psychology, special education, vocational guidance/assessment/evaluation or related behavioral or social science and two (2) years of experience as a Vocational Rehabilitation Counselor with a state agency. Candidates who have a Master's degree with a major in one of the courses of study specified who have less than two (2) years employment experience with a State Agency may be hired at the job classification level of **Vocational Rehabilitation Assistant Counselor at a starting salary rate of \$49,219.00 (EB 21)**. Preference will be given to candidates with a Master's degree in Rehabilitation Counseling.

Vocational Rehabilitation Counselor
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Note: The Bureau requires that candidates for BRS VR 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.crccertification.com/pages/eligibility_requirements/69.php

APPLICATION PROCEDURE: To apply you must submit an original fully completed and signed State of Connecticut Application (Form CT-HR-12) in order to be considered for an interview. The CT-HR-12 Application Form may be downloaded from the State of Connecticut's Department of Administrative Services Human Resources Services website at: http://www.das.state.ct.us/HR/Forms/CT-HR-12_Application.pdf. When you complete your CT-HR-12 application form please be sure to indicate the title of the specific position for which you are applying on the form. When faxing materials, please keep a copy of your completed application and the fax transmittal receipt for your records. **Do not mail a copy of your application form if you have faxed the materials.** Please mail or fax your completed original State of Connecticut Application (Form CT-HR-12) and a Resume to:

Melvin A. Jackson, Principal Human Resources Specialist
Department of Social Services
Bureau of Rehabilitation Services
25 Sigourney Street, Hartford, CT 06106-5033
FAX: (860) 951-2979

APPLICATIONS AND RESUMES MUST BE RECEIVED BY MAY 3, 2011 CLOSE OF BUSINESS

THE DEPARTMENT OF SOCIAL SERVICES IS AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER