



State of Rhode Island

VOCATIONAL REHABILITATION COUNSELOR I

SALARY	\$32.16 - \$37.42 Hourly \$58,533.00 - \$68,102.00 Annually	LOCATION	Newport, RI
JOB TYPE	RIASSE Local 580	JOB NUMBER	1238-10000-845
DEPARTMENT	DEPARTMENT OF HUMAN SERVICES	DIVISION	Individual and Family Support
OPENING DATE	05/13/2023	CLOSING DATE	Continuous
PAY GRADE	0A24A	CLASSIFICATION	Classified
SCHEDULED WORK DAYS; HOURS OF WORK	Monday - Friday, 8:30am - 4:00pm	WORK WEEK	Standard 35.0 Hours
BARGAINING UNION	RIASSE Local 580 (Social Workers) (77)	ASSIGNMENT(S)/ COMMENTS	REPOST. Previous applicants need not re-apply. The individual hired to fill this position is being hired into an E-Verify site which contains Federal tax Information (FTI), as defined in IRS Publication 1075. Although the individual may not have direct access to FTI, the individual is required to have their employment eligibility validated through E-Verify.

Class Definition

GENERAL STATEMENT OF DUTIES: To perform routine assessment duties resulting in employment outcomes for individuals with disabilities in connection with a statewide program of vocational rehabilitation; and to do related work as required.

SUPERVISION RECEIVED: Works under general supervision of a superior with some latitude for the exercise of independent judgement; work is reviewed in process for conformance to rules, regulations and professional standards.

SUPERVISION EXERCISED: As required, may supervise the work of support staff.

Illustrative Examples of Work Performed

- To perform routine assessment duties resulting in employment outcomes for individuals with disabilities in connection with a statewide program of vocational rehabilitation.
- To conduct initial interviews to screen applicants, gather sufficient data, determine eligibility based upon the existence of a disability and make appropriate judgements.
- To obtain, analyze, and evaluate medical, psychological, social, vocational, and other pertinent data as part of an evaluation process.

- To provide counseling and guidance, and to assist clients in formulating suitable vocational objectives and in identifying barriers to employment.
- To determine the assets of the individual with a disability, the nature and scope of the rehabilitation services needed to implement the rehabilitation process, and to assist the individual reaching vocational goals and objectives and achieving employment.
- To provide direct and indirect placement services to clients and employers including job analysis, job modifications, and post-employment services.
- To maintain accurate and complete case records and detailed written reports.
- To do related work as required.

Required Qualifications for Appointment

KNOWLEDGES, SKILLS AND CAPACITIES: A working knowledge of the principles and methods used in vocational rehabilitation; a working knowledge of various disabilities and their impact on individuals; working knowledge of labor market and labor related issues; the ability to gather information, conduct interviews, develop and implement employment plans; the ability to prepare reports and make studies; the ability to maintain close working relationships with clients, community agencies and employers; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a college of recognized standing with a Master's degree in Rehabilitation Counseling; and

Experience: Such as may have been gained through: employment at a level of a Rehabilitation Counselor in a private or public rehabilitation agency.

Supplemental Information

Specific job functions in Newport County/East Bay region include: determining eligibility, vocational rehabilitation needs, and assisting individuals with disabilities to reach integrated competitive employment outcomes through the provision of vocational rehabilitation counseling, career planning, job placement and retention services, assessing and synthesizing medical, psychological, educational and vocational data, case management and case recording duties. Specific responsibilities include working with adults and students with disabilities in the Newport County/East Bay area. This position provides services to individuals such as at Newport Mental Health Center, Vanderbilt Rehabilitation Center, and Newport Hospital. Provides pre-employment transition services to students at Rogers High School and various state wide schools that Newport youth attend. Obligated to travel to various client meetings, employer meetings, and agency meetings as required. May also be involved in various pilot projects or committees to help develop services for clients. Additional duties include but are not limited to : direct job development and placement, business engagement activities, provision of state wide case coverage and regional coverage, as needed, and other duties as assigned. Must contribute to agency and region by meeting or exceeding all annual performance targets. Is responsible for regular documented contact with clients on caseload, providing for and authorizing payment of services in a timely manner and monitoring of any IPE driven services.

This position is located in Newport. ORS has additional open positions in East Bay, Pawtucket, Providence, and South County regions and you must apply for all.

https://www.e-verify.gov/sites/default/files/everify/posters/IER_RighttoWorkPoster.pdf (Download PDF reader)

https://e-verify.uscis.gov/web/media/resourcesContents/EVerify_Participation_Poster_ES.pdf (Download PDF reader)

Website

<http://www.apply.ri.gov>

VOCATIONAL REHABILITATION COUNSELOR I Supplemental Questionnaire

***QUESTION 1**

Are you currently employed as a Vocational Rehabilitation Counselor I as a member of RIASSE Local 580? (You must answer this question correctly to be considered based on your union affiliation. If you fail to answer this question correctly, you will not be entitled to be considered based on contractual provisions.)

- Yes
- No

***QUESTION 2**

Are you a state employee who is a member of RIASSE Local 580? (You must answer this question correctly to be considered based on your union affiliation. If you fail to answer this question correctly, you will not be entitled to be considered based on contractual provisions.)

- Yes
- No

QUESTION 3

Do you possess a Masters Degree in Rehabilitation Counseling from a college of recognized standing?

- Yes
- No

* Required Question