 **JOB ANNOUNCEMENT**

 **Vocational Rehabilitation Counselor for the Blind**

 **Family Support Division, Rehabilitation Services for the Blind**

**Jackson County (1 position)**

**December 6, 2013**

The Family Support Division, Rehabilitation Services for the Blind, is seeking applications for the position of Vocational Rehabilitation Counselor (VRC) for the Blind <http://content.oa.mo.gov/personnel/classification-specifications/5172> . This position will be based in the Kansas City North District Office located at 615 E 13th Street, Kansas City, MO.

**JOB DUTIES:** TheVocational Rehabilitation Counselor works under the general supervision of the District Supervisor but exercises increasing independence and initiative within established agency guidelines.

The Vocational Rehabilitation Counselor is responsible for assisting blind and visually impaired clients to obtain, or retain employment.  Provide guidance and counseling regarding the client’s personal and vocational adjustment throughout the rehabilitation process, assists clients through informed choice in determining appropriate vocational goals and is a resource for clients seeking information regarding employment and employment goals.  Determine eligibility for services, assesses vocational, social, and medical needs through appropriate testing and medical reports. Essential job duties include conducting initial interviews with vocational rehabilitation applicants; determining eligibility for the vocational rehabilitation program. Conduct comprehensive vocational evaluations assist the client in determining employment goals consistent with their interests, abilities and capabilities and to determine specific needs to reach the chosen vocational goal. Serves as a resource to service providers; coordinates and authorizes fiscal expenditures based on an agreed to individualized plan of employment.

Assist clients to obtain an employment outcome using a variety of job development and job placement strategies including contacting employers, assessing employers’ needs, and providing resources and education to employers and clients. Counsels and guides the clients in the establishment of self-employment goals. Become familiar with and implement service provision in accordance with statutory and regulatory requirements. Serve as a liaison providing education, technical assistance, and resource sharing to clients, families, and community stakeholders including service providers, the business community, government agencies, schools, and healthcare professionals.

**QUALIFICATIONS:** Applicants must meet the following minimum qualifications:  Possession of a Master’s Degree from an accredited school of rehabilitation counseling, counseling, guidance and counseling, clinical psychology, counseling psychology, or social work.  (Possession of a current Certified Rehabilitation Counselor [CRC] certification issued by the Commission on Rehabilitation Counselor Certification will substitute for possession of the Master’s Degree.)

**SALARY RANGE:** Annual salary range is $34,092 - $48,132.

**TO APPLY:**  Interested applicants must forward a completed Paper Application for Merit System Employment (<http://oa.mo.gov/pers/howtoapply.htm>) and transcripts to Annette.Summers@dss.mo.gov or fax number (314) 877-2761.  Upon accessing the web site, select "**Paper Application Form**" because the EASe on-line process is not yet available for this position.  Even if you are already on a register, you must submit a Paper Application for Merit System Employment and transcripts to Ms. Summers on or before January 3, 2014**.**  If you have questions regarding this position, please contact **Rekha Nanchal** at **(816) 889-2850.**

Transfers – Individuals who are a currently a VRC and are not on probation or a corrective action plan, and are seeking a lateral transfer (same range), please provide a transfer application ([http://www.oa.mo.gov/pers/TranRempAppt.htm](http://www.oa.mo.gov/pers/TranRempAppt.htm%20) ) to Ms. Summers as instructed above **and** to the Office of Administration at 573- 526-5382.

**RECRUITMENT AREA:** Accepting applications from all qualified applicants.

**APPLICATION DEADLINE:** January 3, 2014 by 5:00 p.m.

**Applications will be subject to review prior to scheduling interviews**

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