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| Job Posting  |
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|  | **Job Title**  |  | Workforce Development Rehabilitation Teacher Coordinator  |
|  | **Job ID**  | 34139  |
|  | Location  |
|  | St. Paul |

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|  | **Full/Part Time**  |  | Full-Time  |
|  | **Regular/Temporary**  |  | Unlimited  |
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| Department of Employment and Economic Development |
| The Minnesota Department of Employment and Economic Development (DEED) is the State of Minnesota's principal economic development agency. DEED’s mission is simple: To empower the growth of the Minnesota economy - for everyone. At DEED we are driven to find talented and innovative public servants, motivated by the opportunity to serve businesses, people, and the greater good.   Our work is defined by collaboration. At DEED you will join a diverse team, inspired by challenging work and motivated to build an economy that works for all Minnesotans. Our state’s economy is diverse and dynamic, enriched by creative entrepreneurs, established Fortune 500 companies, and a hard-working labor force that brings the Minnesota values of hard work and integrity to work every day. The unique role of DEED is to empower businesses and workers to grow our economy by: * Building partnerships and connections across industries and businesses to spark new opportunity
* Planning for the long term growth of our economy and prosperity for every Minnesotan
* Creating opportunity for disadvantaged workers from all backgrounds and levels of experience

Our team is mission driven and results oriented. Every day you will be able to see the impact of your work with people and in communities throughout the state. |

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|  | **Job Details**  |
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|  | **Job Class:  State Program Administrator Senior****Working Title:  Workforce Development Rehabilitation Teacher Coordinator****Who May Apply:** Open to all qualified job seekers**Date Posted:** 07/22/2019**Closing Date:** 07/29/2019**Hiring Agency/Seniority Unit:**  Employment & Economic Development**Division/Unit:**  State Services for the Blind**Work Shift/Work Hours:** Day Shift - with some evenings and weekends**Days of Work:** Monday - Friday**Travel Required**: Yes**Salary Range:** $22.42- $33.62/hourly; $47,857 - $70,199/annually**Classified Status:** Classified[Connect 700 Program Eligible:](https://mn.gov/mmb/careers/diverse-workforce/people-with-disabilities/connect700/)  Yes |

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|  | **Job Summary**  |
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|  | **Job Summary**The mission of State Services for the Blind (SSB) is to facilitate the achievement of vocational and personal independence by Minnesotans who are blind, visually impaired, or DeafBlind.  SSB is a nationally renowned program that plays a critical role in ensuring Minnesota provides for workforce needs throughout the state by removing barriers to employment. This position will serve as the primary coordinator for blindness skills training for the Workforce Development Unit (WDU) customers at SSB.  The ultimate goal for these customers is to gain the skills and abilities required to live independently and prepare them for employment.  SSB believes sight should not be a barrier to employment or stop people from living successful, independent lives.  SSB is seeking a passionate, innovative, and energetic team player who believes all Minnesotans can contribute to the state's economy.This position will office out of SSB's primary location in St. Pau, however, will serve WDU customers statewide.  The position will provide logistical support, coordination support and in-person, direct rehabilitation training services for all WDU customers 14 years of age and older.This position is responsible for developing and facilitating a program which evaluates and provides guidance and training to WDU customers so the customer can live independently and become gainfully employed in an integrated workplace.This position will be working with consumers who are deafblind, Deaf/low vision, and blind/visually impaired.  The selected candidate must complete the required 7 week Adjustment to Blindness (ATB) training.**Job Duties** - To provide individual and group instruction to WDU customers in adjustment to blindness skills training. The instruction will be in all manner of skill development related to activities of daily living. - To perform all coordinating and logistical activities to allow WDU customers to engage in training with SSB's master contracted, certified adjustment to blindness, orientation and mobility and assistive technology vendors. - To provide for the collection of quantitative, qualitative and spending outcome data related to the effectiveness of training services provided by WDU to support independent living goals for customers. - Develop efficient and effective processes and procedures to fully assess a customer’s independent living skills and preparedness for employment. - Provide training and recommendations for skill development to increase a customer’s ability to live independently and to prepare them for employment. - Set goals for achieving the skills needed to live independently. - Closely monitor a customer’s progress during these activities to ensure goals are being met and progress is being made. - Build strong relationships with WDU customers and staff though effective, consistent, and professional communication and outstanding customer service.  - Write comprehensive reports on customer’s progress with recommendations. - Effectively manage a caseload of approximately 100 customers - Develop strong strategic partnerships with businesses, external community organizations and other appropriate stakeholders to maximize resources and provide the most comprehensive training experience for the customer. - Document and maintain accurate and complete case notes for all WDU customers being provided these services.Travel is Required. |

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|  | **Qualifications**  |
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|  | **Minimum Qualifications:**A Bachelor's Degree  ANDTwo years of recent experience (in the last 10 years) providing teaching for people who are disabledORFive years of recent experience (in the last 10 years) providing teaching for people who are disabled**Preferred Qualifications:**Accreditation from Academy for Certification of Vision Rehabilitation & Education ProfessionalsCertification in Orientation and Mobility InstructionMaster's Degree in Education, Rehabilitation, Occupational Therapy or related fieldExperience providing rehabilitation teaching for people who are blind, visually impaired, or Deafblind Additional RequirementsResumes of all applicants to this posting will be evaluated against the Minimum Qualifications stated above if your skills match the required skills for this position, the department may contact you.  Employee reference checks will be conducted on all finalists.  This may include a review of documentation related to job performance.  It includes contact with the applicant's current and/or former employers.A Criminal Background Check will be conducted on those positions that have access to confidential information and/or private data, handle financial transactions, or enter the homes of our clients.  A criminal conviction will not automatically remove you from consideration for employment.When the position requires travel and the applicant drives a state owned or leased vehicle, a driver's license and record check will be conducted  |

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|  | **Why Work For Us**GREAT BENEFITS PACKAGE! The State of Minnesota offers a comprehensive benefits package including low cost medical and dental insurance, employer paid life insurance, short and long term disability, pre-tax flexible spending accounts, retirement plan, tax-deferred compensation, generous vacation and sick leave, and 11 paid holidays each year.**How to Apply**Click "Apply" at the bottom of the page. If you have questions about applying for jobs, contact the job information line at 651-259-3637.For additional information about the application process, go to <http://www.mn.gov/careers>.**Contact**If you have questions about the position, contact Heidi Hartwig at heidi.l.hartwig@state.mn.us or 651-259-7101.The Department of Employment and Economic Development is an equal opportunity, affirmative action, and veteran-friendly employer, and encourages all qualified candidates to apply for job opportunities.  If you are an individual with a disability who needs assistance or cannot access the online job application and search tools, please contact Karen Lilledahl at 651-259-7089 or Karen.Lilledahl@state.mn.us.  Please indicate what assistance is needed. |

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