

CERTIFIED REHABILITATION COUNSELOR**Nature of Work**

Under limited supervision, performs expert level professional rehabilitation counseling functions in providing specialized rehabilitation services including expert level counseling to physically and mentally challenged clients. Adheres to the highest professional rehabilitation counseling techniques and standards in order to develop and implement the client rehabilitation plan. Administers advanced level testing, vocational assessments and job analysis. Utilizes advanced rehabilitation technology in the rehabilitation process. Serves as a consultant/resource leader for other professionals in the agency. Extensive public contact with clients, service providers, community and advocacy groups. Considerable travel may be required. Performs related work as required.

Examples of Work

- Performs advanced level testing and vocational assessments in order to formulate a rehabilitation plan and return the individual to the work force.
- Provides vocational and life-adjustment counseling utilizing advanced counseling techniques.
- Collects and assesses medical, psychological and vocational data to determine rehabilitation needs of the disabled client.
- Determines client's eligibility for sponsored services and develops a comprehensive rehabilitation plan to meet the individual disabled client's needs.
- Approves own rehabilitation programs and the rehabilitation programs of other counselors within the unit.
- Assists/advises community employers in developing jobs for disabled clients.
- Serves as a consultant to community employers and businesses regarding structural barriers, the Americans With Disabilities Act (ADA), affirmative action for the disabled, and serve in other advocacy roles for the disabled as appropriate.
- Conducts advanced level on-site job analysis.

Knowledge, Skills and Abilities

- Knowledge of the federal and state laws, rules, regulations, and policies of the Division of Rehabilitation Services.
- Knowledge of advanced principles of counseling and guidance.
- Knowledge of industrial, commercial, and professional occupations suitable for disabled persons.
- Comprehensive understanding of the medical, vocational, and social aspects of disability.
- Ability to understand and interpret medical psychological, and vocational reports for the purpose of formulating vocational goals and objectives.
- Ability to counsel severely disabled individuals and formulate comprehensive plans involving employers, health care providers, and other vendors in order to facilitate the client's return to employment.

CERTIFIED REHABILITATION COUNSELOR (CONT'D)

Knowledge, Skills and Abilities (cont'd)

Ability to establish relationships and develop resources at the community level.
Ability to present factual material effectively in written or oral form.

Minimum Qualifications

TRAINING: Master's degree from a regionally accredited college or university in rehabilitation counseling, counseling and guidance, social work, nursing, special education, or related behavioral science or human service field.

SPECIAL REQUIREMENT: Current national certification as a Certified Rehabilitation Counselor (CRC)

OR

Certified Vocational Evaluator (CVE).

OR

Current West Virginia license as a Licensed Professional Counselor (LPC).

OR

Current West Virginia Graduate Social Work Licensure

EXPERIENCE: Three years of full-time or equivalent part-time paid professional experience in vocational rehabilitation counseling.

Established: 5/15/97

Revised: 12/01/2015

Effective: 12/07/2015