

Washington State Department of Personnel
Class Specification

VOCATIONAL REHABILITATION COUNSELOR 1
353K

Definition:

Provides entry-level professional vocational rehabilitation services to a small caseload of clients with multiple disabilities. Perform work under the guidance of a lead counselor and the close supervision of a Vocational Rehabilitation Supervisor.

Distinguishing Characteristics:

The majority of rehabilitation plans developed by incumbents are reviewed in advance by a Vocational Rehabilitation Supervisor. Authorization of funds under the rehabilitation plan are within the control and authority of the intern with the guidance and oversight of the Vocational Rehabilitation Supervisor or designated lead counselor.

Typical Work:

Under close supervision, provides caseload management and direct delivery on full range of vocational service functions such as: client evaluation, counseling, and guidance;

Performs client intake and initial interviews and gathers information in determining eligibility assessments, plans, case management, and fiscal monitoring;

Fosters self reliance of clients, increases self-esteem of clients, identifies and reduces barriers for client self sufficiency/employment;

Interprets results of diagnostic testing and other vocational/rehabilitation assessment tools;

Develops written plan of rehabilitation with client's active participation, identifying vocational goal, intermediate objectives, and services necessary to achieve goals and objectives;

Assesses client's progress throughout rehabilitation process and addresses any newly identified disabilities;

Participates in statewide, regional, and unit staff meetings, classes, workshops, agency training opportunities, professional workshops, and conferences;

Performs other related work as required.

Knowledge and Abilities:

Knowledge of: vocational counseling, psychology, sociology; applicable Federal and State laws related to vocational rehabilitation; medical services and terminology; prosthetic services; job training and education preparation for employment; community resources.

Ability to: develop and carry out feasible rehabilitation plans for individuals; gain confidence and cooperation of vocationally disabled persons; write and speak effectively; establish and maintain effective working relationships.

Legal Requirement(s):

There may be instances where individual positions must have additional licenses or certification. It is the employer's responsibility to ensure the appropriate licenses/certifications are obtained for each position.

Desirable Qualifications:

A Master's degree in rehabilitation counseling,

OR

A current Certification as a Rehabilitation Counselor by the Commission on Rehabilitation Counselor Certification,

OR

A Master's degree with at least 18 quarter or 12 semester credit hours specified as follows:

1. ONE graduate course with a primary focus on the Theories and Techniques of Counseling, and
2. THREE graduate courses, each with a primary focus on one of the following areas:
 - a. Occupational Information
 - b. Job Development and Placement
 - c. Medical Aspects of Disabilities
 - d. Foundations of Rehabilitation
 - e. Psychological Aspects of Disabilities
 - f. Personal and Vocational Adjustment, and

3. TWO graduate courses, each with a primary focus on one of the following areas:

- a. Assessment
- b. Research Methodology
- c. Vocational and Career Development
- d. Community Resources
- e. Case Management
- f. Delivery of Rehabilitation Services.

NOTE: Upon satisfactorily completing two years paid qualifying experience, the VRC will be promoted to Vocational Rehabilitation Counselor.

Class Specification History

New class adopted January 14, 2000.

Revise class. Revises minimum qualifications adopted November 9, 2001.

Revise class. Revises title (formerly Vocational Rehabilitation Counselor Intern); adopted October 1, 2003.

Revise class. Revises class code (formerly 37082), general revision; adopted May 10, 2007, effective July 1, 2007.

Revise class. Revises typical work, changes June 20, 2007, effective July 1, 2007.