

**WEST VIRGINIA**

Division of Personnel  
1900 Kanawha Blvd. East, Building 3 Suite 500  
Charleston, WV 25305

<http://www.personnel.wv.gov>

**invites applications for the position of:  
Rehabilitation Counselor**

*An Equal Opportunity Employer*

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<b>SALARY:</b>	\$1,197.92 - \$2,216.15 Biweekly
<b>DEPARTMENT:</b>	Commerce - Rehabilitation Services
<b>OPENING DATE:</b>	08/11/21
<b>CLOSING DATE:</b>	08/22/21 11:59 PM
<b>NATURE OF WORK:</b>	

UNDER THE DIRECT SUPERVISION OF THE WESTON BRANCH OFFICE MANAGER, THIS INDIVIDUAL WILL FUNCTION AS A PROFESSIONAL IN PROVIDING SERVICES TO INDIVIDUALS WITH DISABILITIES IN THE GENERAL FIELD AND HIGH SCHOOLS WITHIN THE COUNTIES SERVED. THIS POSITION WILL BE HOUSED IN THE WESTON BRANCH OFFICE. DUTIES WILL INCLUDE, BUT ARE NOT LIMITED TO: PROVIDING REHABILITATION COUNSELING AND GUIDANCE TO THE MOST SIGNIFICANTLY DISABLED IN A GENERAL FIELD TERRITORY. THEY WILL INCORPORATE REHABILITATION TECHNIQUES AND STANDARDS TO PLAN AND ARRANGE VOCATIONAL REHABILITATION SERVICES TO THOSE WITH PHYSICAL AND/OR MENTAL DISABILITIES TO ASSIST THEM IN OBTAINING OR MAINTAINING COMPETITIVE EMPLOYMENT. THESE TECHNIQUES MAY INCLUDE VOCATIONAL ASSESSMENT, GUIDANCE AND COUNSELING REGARDING VOCATIONAL GOAL, REFERRING CLIENTS FOR EVALUATIONS AND DIAGNOSTICS AND DEVELOPING COMPREHENSIVE PLANS FOR EMPLOYMENT. THEY WILL EVALUATE MEDICAL DOCUMENTATION TO DETERMINE ELIGIBILITY FOR SERVICES AS WELL AS IMPACT OF THE DISABILITY. THEY WILL HAVE EXTENSIVE CONTACT WITH THE PUBLIC THROUGH COMMUNITY GROUPS AND SERVICE PROVIDERS IN REPRESENTING THE DIVISION OF REHABILITATION SERVICES AND THE AGENCY'S MISSION. THEY WILL ALSO SERVE AS A RESOURCE FOR BUSINESSES AND EMPLOYERS OR REPRESENTATIVES OF PUBLIC AND PRIVATE AGENCIES.

\*ALTERNATE POSTING RS2170\*

Position#0932P00340

**EXAMPLES OF WORK:**

**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.

**Promotional:** Bachelor's degree from a regionally accredited college or university with two

years of full-time or equivalent part-time paid experience in the position of Rehabilitation Counselor Trainee with the employing agency.

**OTHER INFORMATION:**

PG: 14    \$31,146 - \$57,620  
Market Rate: \$50,767

WV Division of Rehabilitation Services  
Administrative Offices  
Attn: Joshua McAtee  
State Capitol  
P.O. Box 50890  
Charleston, WV 25305-0890

OR email to:  
Joshua.McAtee@wv.gov

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.personnel.wv.gov>

Position #RS2169  
REHABILITATION COUNSELOR  
SR

1900 Kanawha Blvd. East  
Building 3 Suite 500  
Charleston, WV 25305  
(304) 558-3950

[DOP.applicantservices@wv.gov](mailto:DOP.applicantservices@wv.gov)

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