

State of Illinois
Department of Central Management Services
Bureau of Personnel
Springfield, Illinois 62706

Supplementary Examination Announcement

REHABILITATION COUNSELOR TRAINEE - 38159

Monthly Salary Range: \$3792 - \$5601

- Option F – Facility Based
 - Option H – Home Services Program
 - Option V – Vocational Rehabilitation
 - Option MC - Manual Communication Skills
 - Option SS - Spanish Speaking
- All selected options may be listed on one application.

General duties: Under direct supervision of a qualified rehabilitation professional, participates in an agency-sponsored developmental training program of six to twelve months duration for one of three options: Vocational Rehabilitation (V), Home Services (H), Facility-Based (F); completes work assignments designed to develop knowledge, understanding and practical skills consonant with rehabilitation or habilitation of individuals with disabilities; completes controlled assignments in the provision of services.

Option F: A counselor in a facility-based position provides vocational rehabilitation guidance and counseling services in a residential treatment facility developing rehabilitation and treatment plans, facilitating individual and group counseling sessions, and participating in the development and implementation of programs designed to promote healing, stability, and improvement in life skills to assist with readjustment to the community.

Option H: The counselors in the Home Services program determine necessary services for customers to remain independent in their home and community. Typical functions include: Conducts customer interviews as a component of determining program eligibility; assesses need for services and develops service plans; coordinates and ensures provision of essential services; refers customers to physicians, therapists, psychologists and others for evaluative, restorative and/or habilitative services.

Option V: The counselors in the Vocational Rehabilitation program work with customers in gaining or maintaining competitive employment. Typical duties include: assists customers with job seeking, including counseling and coaching in areas of personal grooming and interview preparation, job search skills and techniques, and transitioning from school to work; contacts prospective employers by various means for direct placement; initiates and cultivates community employer and resource relationships.

The requirements for a minimal passing grade are as follows:

Option V & Option F: Requires possession of a Master’s Degree from a college or university program accredited by the Council on Rehabilitation Education (CORE); or, a Master’s Degree from an accredited college or university in rehabilitation counseling, rehabilitation administration, clinical psychology, counseling psychology, deaf education, special education, or a closely related field. **Option V Requirement**

Note: If you possess a current valid CRC (Certified Rehabilitation Certification) certificate, any Master's degree is acceptable. However, the CRC certificate must be attached to the application.

Option H: Requires possession of a Master’s Degree from an accredited college or university in rehabilitation counseling, rehabilitation administration, clinical psychology, counseling psychology, deaf education, special education, social work, sociology, gerontology, nursing or a closely related field.

(Continued on reverse side.)

-----AN EQUAL OPPORTUNITY EMPLOYER-----

6-1-00 Ed Majors, Rehab Com. Address, (RC-062-15B) Salary 4-1-16, Option PO added 10-26-04,
4-1-92 Counties Updated 3-19-10, Grade Statement Added 5-07-02, Removed PO Option 4-19-10
11-21-13 Salary updated 1-6-14 Reinstated to Group A, Option V – CRC Note 8-29-14

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YOU NEED NOT APPEAR AT A TEST CENTER FOR THIS EXAMINATION.

Send a completed application (CMS 100) to the Department of Central Management Services, Bureau of Personnel, Room 500, Stratton Office Building, Springfield, IL 62706. Your training and experience will be evaluated from your application.

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Tests and weights: Training and experience 100%.

Length of eligibility period: One year.

Option MC - Manual Communication Skills: At the time of the job interview, the eligible will be required to exhibit the ability to communicate effectively with the deaf by utilizing American Sign Language concepts and manual communication skills. Failure to exhibit these abilities will result in disqualification for this option.

Option SS - Spanish Speaking: At the time of the job interview, the eligible will be required to exhibit the ability to understand and speak Spanish and English fluently. Failure to exhibit this ability will result in disqualification for this option.

Counties in which positions are established (All options): Adams, Champaign (MC) (SS), Coles (MC), Cook (MC) (SS), DeKalb (SS), DuPage (MC) (SS), Franklin (MC), Jackson, Jefferson, Kane (MC) (SS), Kankakee (SS), Knox, Lake (MC) (SS), LaSalle (SS), Macon (MC), Madison, McDonough, McLean (SS), Morgan (MC), Peoria (SS), Richland, Rock Island (MC) (SS), St. Clair (SS), Saline, Sangamon (MC), Stephenson, Tazewell, Union, Vermilion (MC), Whiteside (SS), Will (SS), Winnebago (MC) (SS).

(SS) Indicates Spanish Speaking Option is also established in that county.

(MC) Indicates Manual Communication Option is also established in that county.

Counties listed include all counties in which positions have been established, and does not represent immediate openings. This listing is based on information currently available and is subject to change.