

# UPWARD MOBILITY PROGRAM

## **Annotated Guide**

Target Title: **Rehabilitation Counselor Trainee**

Position Title Code: 38159

Salary Grade: RC-062-15

Credential or Certificate: Credential

Promotional Title: Rehabilitation Counselor

User Agency: Rehabilitation Services

The Rehabilitation Counselor Series includes three options:

- Vocational Rehabilitation (Option V),
- Home Services Program (Option H), and
- Facility-Based (Option F).

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 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.

The counselors 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 a healing, stability and improvement in life skills to assist with readjustment to the community.

### **Minimum Training and Experience**

**Option F & Option H:** Requires possession of a Master's degree from an accredited college or university in rehabilitation counseling, rehabilitation administration, clinical psychology, counseling psychology, or a closely related field.

**Option V:** Requires possession of a Master's degree from an accredited college or university in rehabilitation counseling, rehabilitation administration, clinical psychology, counseling psychology, or a closely related field.

**NOTE:** An unrelated Master's degree is acceptable for Option V if the candidate possesses a current, valid current Certified Rehabilitation Counselor (CRC) certificate. For more information, contact the Commission on Rehabilitation Counselor Certification (CRCC) 1699 East Woodfield Road, Suite 300, Schaumburg IL 60173 (847-944-1325).

**UMP WILL ONLY PAY FOR A MASTER'S DEGREE IN REHABILITATION COUNSELING.**

**Experience cannot be substituted for the required Master's degree for any option.**

Meeting the requirements listed on this annotated guide will entitle participants to be evaluated with an "A" grade.