



# State of New Jersey

## Department of Human Services

**Philip Murphy**  
Governor  
**Tahesha L. Way**  
Lt. Governor  
**Sarah Adelman**  
Commissioner

The New Jersey Department of Human Services invites you to apply for the following position:

<b>JOB POSTING #:</b>	169-24	<b>ISSUE DATE:</b>	4/8/2024	<b>CLOSING DATE:</b>	4/22/2024
<b>TITLE:</b>	Vocational Rehabilitation Counselor 1				
<b>LOCATION:</b>	NJ Commission for the Blind and Visually Impaired 153 Halsey Street (NRO) 5 <sup>th</sup> Fl. Newark, NJ 07101	<b>RANGE:</b>	P20		
		<b>SALARY:</b>	\$57,420.37 - \$81,196.66		
		<b>UNIT SCOPE:</b>	K150		
<b>OPEN TO:</b>	Public				
<b>DESCRIPTION</b>					
<b>DEFINITION:</b>	Under the limited supervision of a supervisory official in a State department, institution, or agency, provides counseling services to a varied population of clients with disabilities requiring rehabilitative services over an extensive period of time; assists clients with disabilities in the process of selecting and obtaining the necessary training and related services for their vocational rehabilitation; assists clients and employers in obtaining suitable employment or employees; does other related duties as required.				
<b>NOTE:</b>					
<b>REQUIREMENTS</b>					
<b>EDUCATION:</b>	Graduation from an accredited college or university with a Master's degree in Rehabilitation Counseling, Education, Social Work, Counseling, Special Education, School Guidance, or Psychology, and successful completion of one (1) graduate course in Theories and Techniques of Counseling.				
	<p><b>NOTE:</b> A current and valid certification as a Certified Rehabilitation Counselor issued by the Commission on Rehabilitation Counselor Certification may be substituted for the Master's degree.</p> <p><b>NOTE:</b> A Bachelor's degree in Rehabilitation Counseling, Education, Social Work, Counseling, Special Education, School Guidance, Psychology, Business Administration, Human Resources, or Economics and two (2) years of professional work experience with individuals with disabilities or performing direct counseling or advocacy activities for individuals with disabilities in a rehabilitation agency, facility or other social program designed to increase the employability of persons with disabilities, may be substituted for the above education.</p>				
<b>EXPERIENCE:</b>					
<b>NOTE:</b>					
<b>LICENSE:</b>	Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.				
<b>IMPORTANT NOTICES</b>					
<b>NOTE FOR FOREIGN DEGREES:</b>	Degrees and/or transcripts issued by a college or university outside of the United States must be evaluated by a reputable evaluation service at your expense. The evaluation must be included with your submission. Failure to submit the required evaluation may result in an ineligibility determination.				
<b>RESIDENCY:</b>	Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.				
<b>DRUG SCREENING:</b>	If you are a candidate for a position that involves direct client care with the Department of Human Services, you may be subject to pre and/or post-employment drug testing/ screening. The cost of any pre-employment testing will be at your expense. Candidates with a positive drug test result or those who refuse to be tested and/or cooperate with the testing requirement will not be hired. You will be advised if the position for which you're being considered requires drug testing and how to proceed with the testing.				
<b>NOTE:</b>	<p>* Applicable regular or special re-employment list(s) established as a result of a layoff will be used before promotions are made.</p> <p>* <b>Telework:</b> This position may be eligible to participate in the Department's pilot "Telework Program", which offers eligible employees the opportunity to work remotely for up to two (2) days per week, as approved by management. Details on this, and other benefits, will be made available throughout the interview process.</p> <p>* <b>SAME Applicants:</b> If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME Program visit their Website at: <a href="https://nj.gov/csc/same/overview/index.shtml">https://nj.gov/csc/same/overview/index.shtml</a> , email: CSC-Same@csc.nj.gov , or call 609-292-4144, option 3.</p>				
<b>FILING INSTRUCTIONS</b>					
<p>Forward a cover letter and resume electronically to: <a href="mailto:Cbvi.Postings@dhs.nj.gov">Cbvi.Postings@dhs.nj.gov</a>  <b>You must include the Job Posting #, and Last Name in the subject line of your email. Example: (123-22, Smith)</b></p>					

New Jersey Department of Human Services is an Equal Opportunity Employer