

# State of Georgia Job Description

**Job Family:** Social Services  
**Job Code:** SSP100  
**Job Title:** Rehabilitation Couns 1 (GVRA)  
**Functional Level:** Professional (PRO)  
**Pay Plan:** Statewide Salary Plan (SWD)  
**Grade:** I  
**Salary Range:** \$38,452.58 - \$50,142.29 - \$61,832.00

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## **Job Summary:**

Under supervision provides counseling services, case management services, referral services, and resident evaluations to assigned clients. Conducts interviews of assigned clients to identify problems, assess mental and educational status, and select applicable programs. Conducts assessments, develops individualized employment plans, coordinates services, and collaborates with employers and providers to assist with job placement.

## **Primary Duties & Responsibilities:**

- Collects and assesses information about a client's situation and functioning in order to assess his/her abilities, needs, and eligibility for services
- Conducts interviews to identify problems, assess mental and educational status and select applicable programs
- Coordinates discharge plan in cooperation with team, clients, and their families
- Counsels' clients with disabilities, including vocational and psychosocial adjustment counseling, throughout the rehabilitation process
- Identifies and develops prospective employment opportunities through assistive technology and job modification methods
- Interprets educational, vocational and/or psychological tests in accordance with guidelines
- Observes rules of confidentiality as stated by departmental guidelines in the dissemination and interpretation of tests results
- Provides information to educate the public, other agencies, vendors and potential customers about rehabilitation services

## **Entry Qualifications:**

Bachelor's degree in rehabilitation counseling, social work, or a closely related behavioral or social science field from an accredited college or university.

## **Preferred Qualifications:**

In addition to Entry Qualifications, Preferred Qualifications may be added by the agency.

### **NOTE:**

*The above job description represents the general nature, primary duties and responsibilities, and qualifications for the work performed by employees within this job, but is not a comprehensive and exhaustive list. Employees may be required to perform other duties as assigned, and specific duties, responsibilities, and activities within the core nature of the job may change at any time with or without notice. Employees must be able to perform the essential functions of the job, as specified by the employing entity, with or without reasonable accommodation.*