



POSITION ANNOUNCEMENT

Nancy S. Grasmick
State Superintendent of Schools

Division of Rehabilitation Services · 2301 Argonne Drive · Baltimore, MD 21218 · 410-554-9393 · 410-554-9399 TTY/TDD

DIVISION OF REHABILITATION SERVICES DISABILITY DETERMINATION SERVICES

June 21, 2006

POSITION TITLE: Vocational Rehabilitation Specialist I/II

POSITION NUMBER: Several Positions

SALARY:
Level I -- Grade 12 -- \$34,313
Level II -- Grade 13 -- \$36,501

LOCATION: 170 W. Ridgely Road
Timonium, MD 21093

NATURE OF WORK: This is a professional position responsible for reviewing disability claims and establishing eligibility for Social Security Disability Benefits and Supplemental Security Income.

DUTIES AND RESPONSIBILITIES: Determines eligibility for Social Security Disability benefits and Supplemental Security Income Payments; secures appropriate medical, vocational and psychological documentation as required by established federal standards; provides general information about Disability Determination Services; uses medical terminology to accurately describe impairments; evaluates evidence to determine the degree and severity of disabilities in each case; makes recommendations to award or deny benefits; writes determinations and defends the assessments.

MINIMUM QUALIFICATIONS: **EDUCATION:** Possession of a Bachelor's Degree from an accredited four-year college or university.

EXPERIENCE: **Level I** -- Professional experience in a behavioral or social science related field is preferred. **Level II** -- Two years of professional experience in a behavioral or social science related field is required; a Master's Degree in a Behavioral or Social Science related field may be substituted for one year of the required experience. **Bilingual skills are preferred.**

ESSENTIAL REQUIREMENTS: Ability to exercise sound judgment and initiative; ability to establish and maintain effective working relationships with clients, employers, community leaders, and other professionals; ability to plan and organize assigned work to accomplish established goals in a timely, efficient manner as supported by available technology resources; ability to learn vocational rehabilitation policies, procedures, regulations and directives in planning and providing professional rehabilitation services; ability to learn the Federal and State laws and regulations governing the administration of vocational rehabilitation services; ability to learn the analysis, interpretation and relationship of complex and varied medical, psychological, and vocational reports as they relate to establishing eligibility and identifying and defining functional impediments to employment and activities of daily living.

AFFIRMING EQUAL OPPORTUNITY IN PRINCIPLE AND PRACTICE

PROCEDURE FOR APPLICATION:

Applicants must complete the Maryland State Department of Education Application indicating application for **VR Specialist, DDS**. The Application and any support documentation must clearly demonstrate that the applicant meets the prerequisite Minimum Qualifications and possesses the Essential Requirements for the position. To obtain a Position Announcement and a State Application, please call the JobLine at (410)554-9396 TDD# (410)554-9399, or visit our website at www.marylandpublicschools.org or www.dors.state.md.us/DORS. Applications and inquiries must be directed to Linda Watts, Division of Rehabilitation Services, 2301 Argonne Drive, Baltimore, MD 21218. All applications will be acknowledged and must be received by the Closing Date. Appropriate accommodations for individuals with disabilities are available upon request.

CONDITIONS OF EMPLOYMENT:

Proof of eligibility to work in compliance with the Immigration Reform and Control act, and travel throughout the State are required. Any misrepresentation of academic or experience requirements for this position may result in nonselection or termination of employment.

CLOSING DATE:

July 21, 2006
