

State of Alabama
Personnel Department
64 North Union Street
P. O. Box 304100
Montgomery, AL 36130-4100
(334) 242-3389
Internet: www.personnel.state.al.us

Announcement of Continuous Merit System Examination

REHABILITATION TEACHER - 50374
\$32,755.20 - \$49,639.20

Rehabilitation Teacher (50374)

Salary \$32,755.20 - \$49,639.20

Department: Alabama Department of Rehabilitation Services (ADRS)

Location: Statewide

TYPE OF EXAMINATION

An **open-competitive** register will be established. The examination consists of a training and experience evaluation. Applicants will be required to complete a supplemental questionnaire. This evaluation of your training and experience will make up 100% of the final grade.

REQUIRED MINIMUM QUALIFICATIONS

You must have **both** of the following to qualify:

- Bachelor's degree from an accredited* college or university in Rehabilitation Counseling, Visual Disabilities, or a closely related field.
- One year of experience providing rehabilitation services to individuals with visual disabilities.

Note: A Master's degree from an accredited* college or university in Visual Disabilities, or a closely related field, will substitute for the one year of required experience.

KIND OF WORK

Employees in this classification are responsible for performing functional assessments of consumers with visual disabilities. Employees are also responsible for instructing individuals with visual disabilities in the performance of various daily living tasks such as housekeeping, cooking, dressing, etc. Employees are also responsible for other related duties for individuals with visual disabilities such as instructing consumers how to read and write in Braille, identifying accessibility problems at the worksite and resolving problems at the worksite. Employees may also be responsible for various administrative duties such as ordering adaptive technology for individuals with visual disabilities, completing written rehabilitation plans and consumer progress reports, and other related duties.

NOTE

This position requires extensive local travel in a personal automobile, with accommodation if necessary. Occasional overnight travel is required.

HOW TO APPLY

Use an Application for Examination form. You can get the form at this office or any local Alabama Career Center office. It can also be downloaded from our web site. You must send your application to the State Personnel Department. Photocopied and facsimile applications are accepted. Our fax number is (334) 242-1110. This announcement will remain open **until further notice**.

Individuals currently on the register **MUST** reapply to remain eligible for employment.

THE STATE OF ALABAMA IS AN EQUAL OPPORTUNITY EMPLOYER

* Please refer to the back of this announcement or the State Personnel Department web site for complete information on our policy for accepting post-secondary and advanced degrees.

Except for pretest information provided by State Personnel to all applicants, you should not directly or indirectly obtain information about examinations. If you do, the State Personnel Director may do several things. One, you may not be given an examination. Two, you may be disqualified after an examination. Three, your name may be removed from a register. Or four, your name may not be certified from the register. (Rules of the State Personnel Board, Chapter 670-x-9). According to the Code of Alabama, 36-26-47, a willful violation of exam security is a misdemeanor. Any person who is convicted of this type of misdemeanor will not get a state job. If they are officers or employees of the state, they will be required to forfeit their office or position for five years.

If you know of anyone who has violated this policy, you should contact the Examination Manager at the State Personnel Department.

State of Alabama Personnel Department

Policy on Accepting College Coursework, Post-Secondary and Advanced Degrees

1. Specific college coursework required for a job, as well as Bachelor's, graduate, post graduate, and doctoral degrees will be accepted from the schools accredited by any of the six regional accreditation associations in the United States. These associations are listed below.

- Southern Association of Colleges and Schools (SACS)
- Middle States Association of Colleges and Schools (MSA)
- Northwest Commission on Colleges and Universities (NWCCU)
- North Central Association of Colleges and Schools – The Higher Learning Commission (NCA-HLC)
- New England Association of Schools and Colleges – Commission on Institutions of Higher Education (NEASC-CIHE)
- Western Association of Schools and Colleges – Accrediting Commission for Senior Colleges and Universities (WASC-ACSCU)

2. Coursework or degrees from schools that have not been accredited by a regional accreditation association will be accepted if a regionally accredited school considers the coursework or degree to be an acceptable prerequisite for admission to an advanced degree program. For example, if a regionally accredited school accepts an applicant's bachelor's degree for admittance into a graduate degree program, State Personnel will accept the degree. In the case of required college coursework (but no degree requirement), State Personnel will accept the college coursework if a regionally accredited school accepts the coursework towards a post-secondary degree (e.g., a bachelor's degree). **This must be documented by a letter of acceptance from the regionally accredited school.** State Personnel will review such requests on a case-by-case basis.

Note: This policy is subject to change. Certain state agencies may have additional requirements.