

STUDENT JOB POSTING
Vocational Rehabilitation Counseling
DOR-Dept of Rehabilitation

Location: San Francisco Bay Area including San Jose/Silicon Valley
Position Number: 1009SES550

University Enterprises, Inc. is a dynamic and innovative non-profit corporation. It creates and manages an array of programs and services, which support and strengthen the University's mission of teaching, scholarship and public service. University Enterprises, Inc. serves the campus by shaping its growth and activities to meet the evolving needs of the University and the community.

JOB DUTIES AND RESPONSIBILITIES:

The Department of Rehabilitation Program, located in San Francisco is looking for a Graduate Student Assistant to assist and support staff. If hired you will be an employee of University Enterprises, Inc, but your work site will be with DOR. Please see below for more details.

Will work in a trainee capacity and gain practical experience by assisting rehabilitation counselors to determine eligibility for services of individuals with disabilities, Assist in the delivery of a wide range of vocational rehabilitation services; Observing and assisting District office staff; Work with people with physical and mental disabilities during their vocational rehabilitation process; Review medical, psychological and vocational information for the purpose of developing rehabilitation plans; Serve as a liaison with community partners for employment opportunities for consumers. Other miscellaneous duties to assist staff.

PREFERRED QUALIFICATIONS:

Enrollment in the Masters Degree Program for Vocational Rehabilitation Counseling or working towards a major in vocational rehabilitation counseling. Interested in assisting people with disabilities seeking employment. Readily available to work as a student intern in a vocational rehabilitation office with counselors assisting consumers.

SCHEDULE:

May work up to 30 hours per week during the academic year and up to 40 hours per week during breaks; Winter, Spring & Summer.

PAY RATE:

\$9.00 - \$14.00 per hour

HOW TO APPLY:

Submit an application online at WWW.UETJOBS.COM for consideration. ~Click on "Create Application" this will walk you through the application process.

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~When you finish creating your application you will click on "Search Posting" type the position number: 1009SES550

~The position will pull up and you will then click on "Apply for this position"

These are temporary, non-benefited, student positions. Persons employed in these positions or with University Enterprises, Inc., can at any time, terminate the employment relationship at will, with or without cause. Student Assistants in undergraduate studies must maintain a 6 unit minimum and graduate students must maintain a 4 unit minimum to be employed in this position. Note: Student Assistant and Graduate Assistant employees may work up to 30 hours per week during the academic year and up to 40 hours per week during breaks; Winter, Spring & Summer.