



Transition Consultant: Anticipated January 2017

JOB DESCRIPTION

The position of **Transition Consultant** for the Green River Regional Educational Cooperative is designed to be responsible for providing support for districts serving students with disabilities ages 14-21 with an emphasis on developing and implementing the five core pre-employment transition services as required by the Workforce Innovation and Opportunity Act (job exploration counseling, work based learning experiences, counseling on post-secondary educational opportunities, workplace readiness training, and instruction in self-advocacy).

Qualifications:

- Master's Degree in Education preferred
- Minimum of 5 years teaching and/or consulting experience
- Experience working with students with disabilities preferred
- Knowledge of effective instructional/learning strategies and Specially Designed Instruction for students with disabilities
- Understanding of transition services/vocational rehabilitation services for youth
- Strong written and verbal communication skills, including computer skills
- Experience in conducting professional development activities
- Good organizational and time-management skills
- Ability to work independently with little direction
- Good interpersonal skills; strong ability to promote positive public relations, both with school and community personnel and with parents
- Ability to be a team player

Annual Contract: Up to 225 Days
Funding for position is provided through the Office of Vocational Rehabilitation (OVR) and yearly renewal of contract will be based upon continued availability of funds from OVR.

Reports To: Executive Director or Designee

Salary: Based on rank and experience in accordance with GRREC's Salary Schedule

Evaluations: Performed annually by the Executive Director or Designee

Responsibilities:

1. Develop, plan, coordinate and carry out an annual student-focused conference for middle school students with disabilities in all local educational agencies in the GRREC region, focusing exclusively on Pre-Employment Transition Services.
2. Develop, plan, coordinate and carry out an annual student-focused conference for high school students with disabilities in all local educational agencies in the GRREC region, focusing exclusively on Pre-Employment Transition Services.
3. Support districts in the development, planning, coordination and execution of comprehensive weekly group workshops in their districts during the school year and provide summer workshops/camps/experiences over the summer months. The programs will be for students with disabilities in need of pre-employment transition services who are eligible or potentially eligible for Vocational Rehabilitation services.
4. Submit quarterly and other required reports to the OVR Liaison.
5. Attend trainings, workshops, and conferences (as applicable and approved by supervisor) to maintain awareness of current information and best practices in the field of special education.
6. Participate in KDE task groups as assigned by supervisor.
7. Perform other duties as assigned by the Executive Director or Designee.