



Job Title: Vocational Evaluator

Department: Disability Services

Grant Funding: Fund My Future

Reports to: COO

Salary: \$25/hour

Schedule: 10-20 hours/week; daytime hours

Job Overview:

We are seeking a dedicated and compassionate Vocational Evaluator to join our team. The Vocational Evaluator will conduct vocational evaluations that assess their aptitudes, strengths, abilities, and barriers to help individuals prepare for successful employment opportunities. **This is a grant-funded position.**

Key Responsibilities:

- Conduct vocational evaluations for individuals assessing their aptitudes, skills, interests, and abilities.
- Work closely with NJDVRs offices, high schools, and other community organizations to ensure proper referrals and support for individuals in need of evaluations.
- Develop and maintain detailed evaluation reports and recommendations.
- Provide guidance and counseling to individuals based on evaluation results, helping them identify potential career paths and job readiness.
- Collaborate with team members and partners to coordinate services and resources needed.
- Ensure compliance with all applicable regulations and best practices in vocational evaluation.
- Participate in ongoing training and professional development to stay current on best practices in the field.
- Assist in preparing grant-related reports, including progress updates and outcome metrics.
- Perform fee-for-service activities, to promote successful integration and sustained employment outcomes.
- Perform other duties consistent with program needs and requiring similar skills.



Qualifications:

- Master's degree in vocational rehabilitation, psychology, social work, or a related field.
- Experience in conducting vocational evaluations
- Strong knowledge of vocational assessment tools and techniques.
- Excellent communication and interpersonal skills to work effectively with individuals, schools, and community organizations.
- Ability to develop and maintain professional relationships with key stakeholders.
- Valid driver's license and must be willing to travel to various locations.

Please send resumes to aduenas@jvsnj.org