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OFFICE OF THE POSTSECONDARY COMMISSIONER
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Enclosure 7h3
December 2, 2015

To: Council on Postsecondary Education

From: Commissioner Jim Purcell, Ed.D.

Date: November 23, 2015

RE: Request of the System Personnel Review committee (SPRC)-Access to Integrated Employment Specialist

Background:

The United Stated Department of Justice reached a Consent Agreement with the State of Rhode Island in 2014 to increase access to integrated employment for adolescents and adults with intellectual disabilities. In the Consent Decree the Paul V. Sherlock Center on Disabilities at Rhode Island College was specifically named to administer a Conversion Institute to provide training and technical assistance to provider agencies re: strategies for increasing access to integrated employment. The position of Access to Integrated Employment Specialist is listed in the functions of the Conversion Institute.

Similarly, the Paul V. Sherlock Center on Disabilities at Rhode Island College recently received a 1.95 million dollar grant from the US Department of Education to develop an integrated Transition and Postsecondary Education Program for Adolescents and Adults with Intellectual Disability of Rhode Island College. One of the core requirements of the grant is to promote a series of self-determination and career discovery experiences that will increase each participant's access to integrated employment. This position will coordinate that component of the grant.

The Sherlock Center at Rhode Island College would not have the capacity to fulfill the requirements of the new grant to develop an integrated Transition and Postsecondary Education Program for Adolescents and Adults with Intellectual Disability at Rhode Island College. The grant funding would be at risk and the students receiving support from the gran would be less likely to be employed in integrated settings.

At Rhode Island College:

Access to Integrated Employment Specialist

Motion:

THAT the Council on Postsecondary Education approves the following System Personnel Review Committee's recommendation.

The Council on Postsecondary Education does not discriminate on the basis of age, sex, sexual orientation, gender identity/expression, race, color, religion, national origin, or disability.

RHODE ISLAND COLLEGE
NON-CLASSIFIED CHANGE IN POSITION REQUEST FORM

Date of Request: November 5, 2015
Current Title: n/a (new)
Department: Sherlock Center on Disabilities
Pay Grade: n/a

Salary Range:	Union Status:	Yes	No X
Union Appeal:		Yes	No X
Administration Action:		Yes X	No

REQUEST:

A. Reclassify to:
Title:
Pay Grade: Salary Range:

B. Upgrade to:

Pay Grade: Salary Range:

C. Establish New Classification:

Title: **Access to Integrated Employment Specialist**

Pay Grade: 10 Salary Range: $43,459 - $92,115

D. Title change:

Pay Grade: Salary Range:

Reason/Justification for request: The United States Department of Justice reached a Consent Agreement with the State of Rhode Island in 2014 to increase access to integrated employment for adolescents and adults with intellectual disabilities. In the Consent Decree the Paul V. Sherlock Center on Disabilities at Rhode Island College was specifically named to administer a Conversion Institute to provide training and technical assistance to provider agencies re: strategies for increasing access to integrated employment. The position of Access to Integrated Employment Specialist is listed in the functions of the Conversion Institute.

Similarly, the Paul V. Sherlock Center on Disabilities at Rhode Island College recently received a 1.95 million dollar grant from the US Department of Education to develop an integrated Transition and Postsecondary Education Program for Adolescents and Adults with Intellectual Disability at Rhode Island College. One of the core requirements of the grant is to promote a series of self-determination and career discovery experiences that will increase each participant's access to integrated employment. This position will coordinate that component of the grant.

The Conversion Institute will not have the capacity to complete its Consent Decree mandated functions. The State of RI would be out of compliance with the Conversion Institute component of its agreement with the United States Department of Justice.

Similarly, the Sherlock Center at Rhode Island College would not have the capacity to fulfill the requirements of the new grant to develop an integrated Transition and Postsecondary Education Program for Adolescents and Adults with Intellectual Disability at Rhode Island College. Thus, potentially the grant funding would be at risk and the students receiving support from the grant would be less likely to be employed in integrated settings.

(continued)

Enclosed are the following documents:

-Old position description: n/a
New position description: √
-Organization chart: √
Summary of differences between old and new position description: n/a

Approved by:

Director of Human Resources	Date 11/6/15
Division Vice President	Date 11/6/15
Vice President for Administration and Finance	Date 11/10/15
President	Date 11/10/15

RHODE ISLAND COLLEGE
JOB DESCRIPTION

PROPOSED: November 5, 2015

Title:	Access to Integrated Employment Specialist
Status:	Full Time, 35 hours per week – calendar year
Grade:	10
Salary:	$45,000-60,000 depending on degree and experience
Union :	Non Union, NUNC
Reports To:	Director, Paul V. Sherlock Center on Disabilities

PRIMARY PURPOSE: Collaborate with Sherlock Center staff and with professional staff from other Rhode Island school districts and/or adult service providers to develop programs that promote access to integrated employment for adolescents and adults with intellectual and developmental disabilities.

DESCRIPTION OF DUTIES AND RESPONSIBILITIES:

Essential Job Functions

- Assist Rhode Island school districts and/or adult service providers to develop opportunities for integrated employment for adolescents and adults with intellectual and developmental disabilities.
- Assist Rhode Island school districts and/or adult service providers to increase their capacity to implement the structural components of career development for adolescents and adults with intellectual and developmental disabilities.
- Assist Rhode Island school districts and/or adult service providers to develop and implement career development plans for adolescents and adults with intellectual and developmental disabilities.
- Assist Rhode Island school districts and/or adult service providers to develop collaborative relationships with Rhode Island employers.
- Provide on-site employment supports to adolescents and adults with intellectual and developmental disabilities.
- Collaborate with Sherlock Center staff to implement grant or contract funded employment initiatives.

Occasional Job Functions: Perform other duties and responsibilities as assigned by the director of the Sherlock Center.

REQUIRED QUALIFICATION STANDARDS:

Education: Bachelor's Degree in Special Education, Vocational Rehabilitation, Supported Employment or a related field.

Experience:

- Five years of experience providing direct employment supports to adolescents and adults with intellectual and developmental disabilities.
- Leadership experience in a school district and/or adult service provider that provides employment supports to adolescents and adults with intellectual and developmental disabilities.

Skills, Knowledge and Abilities:

- Knowledge of the strengths and learning modalities of adolescents and adults with intellectual and developmental disabilities.
- Knowledge of evidence driven strategies that promote access to integrated employment for adolescents and adults with intellectual and developmental disabilities.
- Knowledge of evidence driven strategies that assist adult service organizations to convert from sheltered employment practices to integrated employment practices.
- Knowledge of effective strategies for vocational assessment, job development. Job retention and job coaching with adolescents and adults with intellectual and developmental disabilities.

Preferred:

- Graduate Degree.
- Certificate in Supported Employment from an ACRE accredited program or other national supported employment organization.
- Life experience with an individual who has an intellectual and developmental disability.

ENVIRONMENTAL CONDITIONS:

The employee is not exposed to known adverse environmental conditions.

The College requires that all applicants and employees be able to perform the essential functions of the job and will explore reasonable accommodations for individuals with disabilities.

As an Affirmative Action/Equal Opportunity institution which values and is committed to expanding the diversity of its faculty and staff, the College invites members of protected classes, including minorities and persons with disabilities, to identify themselves as such at the time of application.

Paul V. Sherlock Center on Disabilities
Rhode Island College
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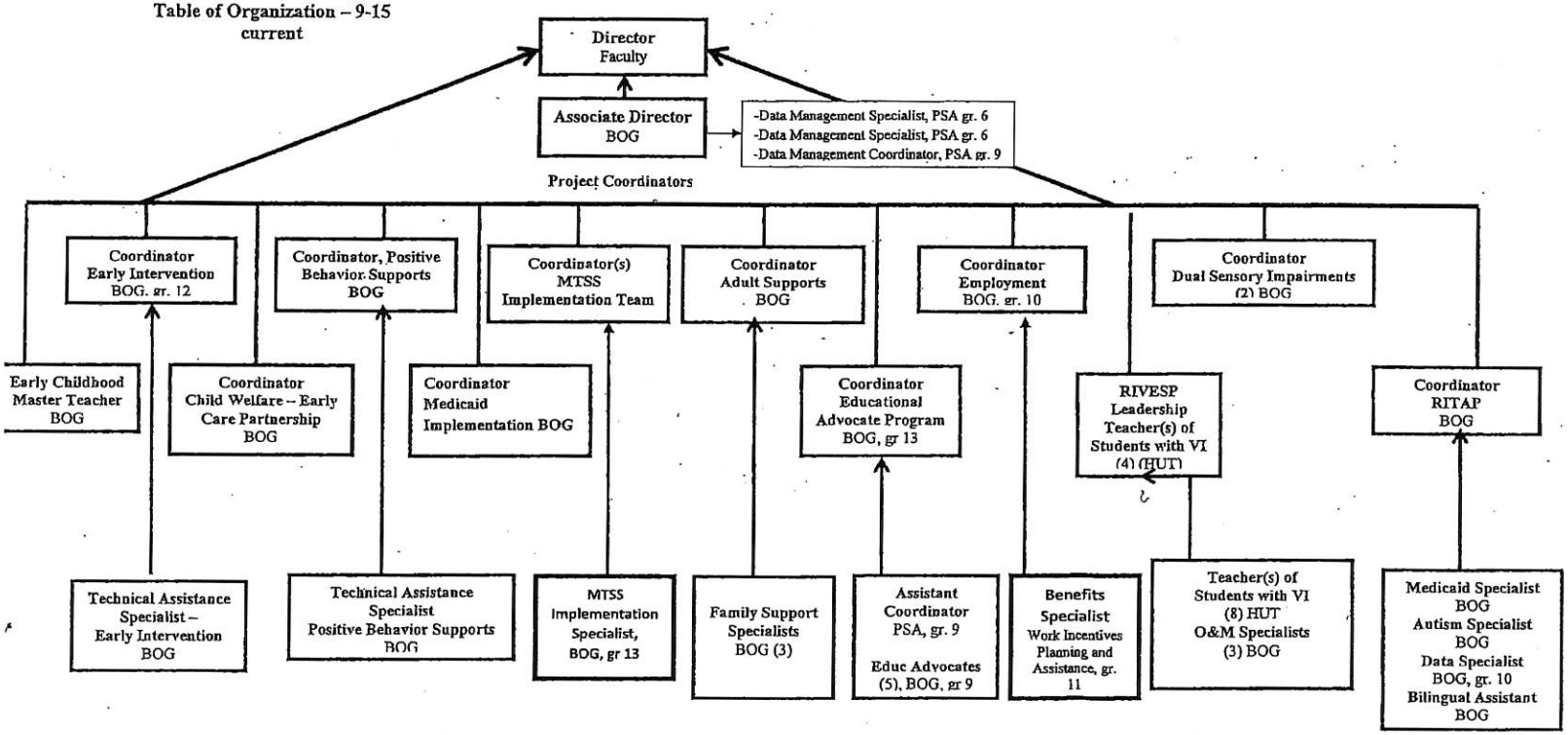
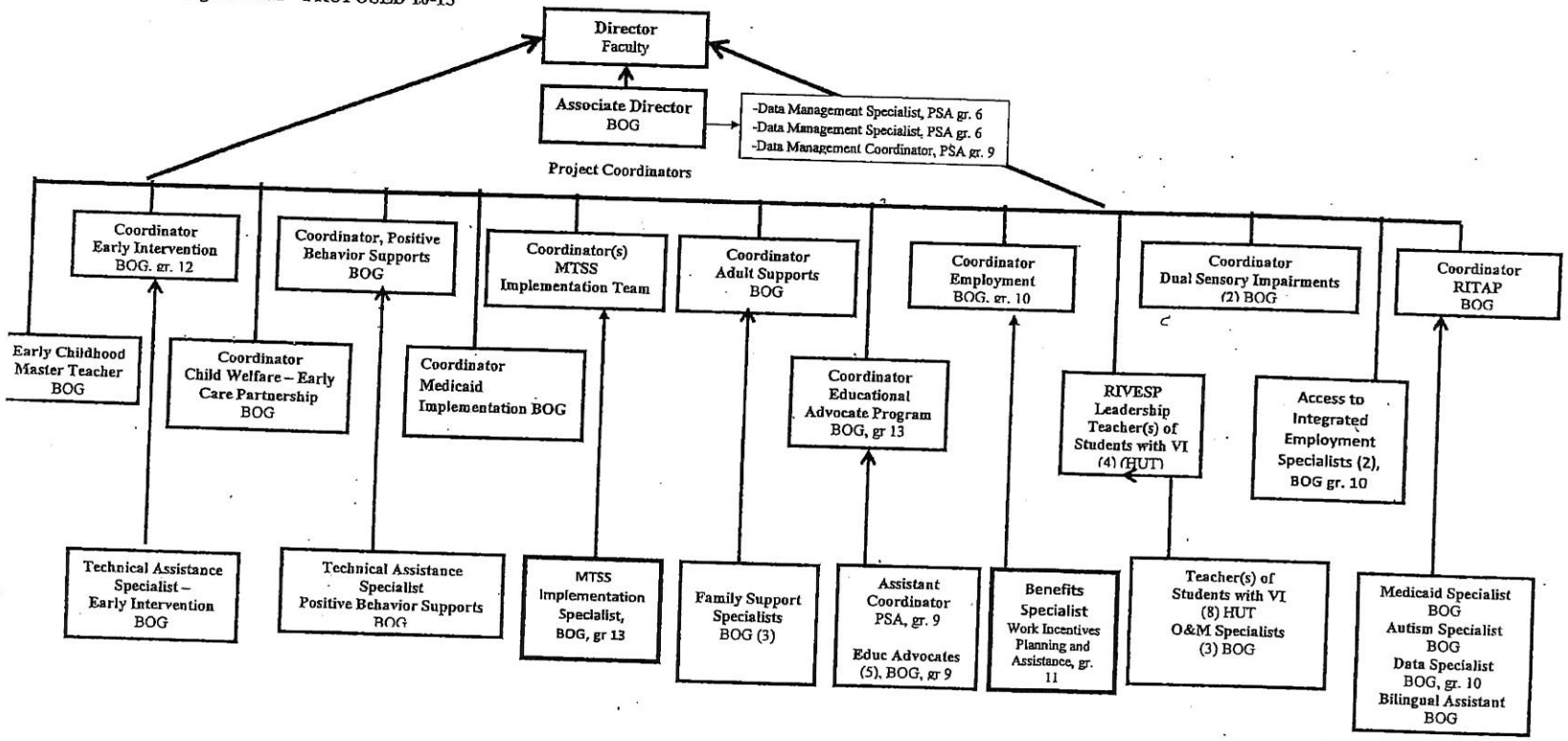
Paul V. Sherlock Center on Disabilities
Rhode Island College
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