

State of Georgia Job Description

Job Title: DRS Rehabilitation Technologist
Job Code: 14666
Last Update: 10/1/2002
Salary Plan: Statewide Salary Plan (SWD)
Pay Grade: 014

Salary Minimum: \$31,474.08/yr
Market Midpoint: \$40,992.72/yr
Salary Maximum: \$55,072.08/yr

[Additional Job Statistics...](#) (440)

Job Description, Responsibilities, Standards, and Qualifications

Job Description:

Under limited supervision, provides assessment, technical assistance, and computer access assistive technology services for Division of **Rehabilitation** Services customers (e.g. clients, employers, other agencies, etc.) in a specific geographic area to assist people with disabilities to go to work. Serves as a member of the assistive technology team. Markets computer access assistive technology services to potential customers.

Job Responsibilities & Performance Standards:

1. Provides computer access assistive technology consultation and assessment to DRS customers. (Performed by all incumbents)

1. Consults with client and **Rehabilitation** counselor to identify potential need for computer access assistive technology, as required.
2. Consults with employers and account representatives to identify potential need for computer access assistive technology, as required.
3. Consults with other assistive technology professionals, when necessary.
4. Serves as a member of the assessment team, as required. Assesses or participates in assessment to determine customer's capabilities and environmental demands to prescribe appropriate intervention for customer to achieve identified goal.
5. Maintains a comprehensive computer-related assistive technology and adaptive technologies assessment and demonstration lab to include microcomputer hardware, software, and peripheral devices.

2. Develops written computer access assistive technology plan. Includes specifications on required modifications to computer systems. (Performed by all incumbents)

1. Specifies computer access assistive technology solutions in writing in accordance with established procedures. Includes specifications on required modifications to computer systems (hardware, software, and peripheral devices).
2. Provides effective alternate solutions with associated benefits and details

including sources of equipment and services, approximate costs, approximate timing for implementation, a maintenance plan, training plan and follow-up plan.

3. Provides appropriate justification for assistive technology expenditures to support counselor and/or account representative in pursuing funding.

3. Implements the computer access technology plan to meet the customer's needs. Provides set-up, fitting, and training on computer access technology equipment. (Performed by all incumbents)

1. Provides set-up and fitting on computer access technology equipment in accordance with the assistive technology plan.
2. Trains clients on computer access technology equipment, as appropriate.
3. Complies with follow-up plan in a timely manner. Follows-up with referral source and customer to ensure that solutions provided are effective.
4. Tracks costs and time associated with client specific activities in accordance with established reporting requirements.

4. Participates in quality improvement and quality assurance activities; and provides guidance, information, and assistance on computer access assistive technology services. (Performed by all incumbents)

1. Performs information research, applied research, and applied assistive technology development to ensure the technical assistance program team is technically current and solutions are most appropriate.
2. Participates in continuous quality improvement and quality assurance activities for assigned service area.
3. Assists the assistive technology team in development of regional resources to support assistive technology delivery efforts, as required.
4. Participates in statewide efforts to develop guidelines for assistive technology services, as required.
5. Provides technical assistance to other assistive technology professionals as needed.
6. Reports program activities to local supervisor and statewide technology assistance coordinator in accordance with established procedures.

5. Markets computer access assistive technology and services to potential customers (internal and external) and other interested parties. (Performed by all incumbents)

1. Participates in statewide marketing analysis and initiatives, as required.
2. Provides appropriate awareness training and novice technical training to division employees and customers regarding computer access assistive technology.
3. Participates in statewide training initiatives for DRS employees or other collaborative agencies, as assigned.
4. Demonstrates equipment to individuals and groups, as appropriate.

6. Creates and maintains a high performance environment characterized by positive leadership and a strong team orientation. (Performed by some incumbents)

1. Defines goals and/or required results at beginning of performance period and gains acceptance of ideas creating a shared vision.

2. Communicates regularly with staff on progress toward defined goals and/or required results, providing specific feedback and initiating corrective action when defined goals and/or required results are not met.
3. Confers regularly with staff to review employee relations climate, specific problem areas and actions necessary for improvement.
4. Evaluates employees at scheduled intervals, obtains and considers all relevant information in evaluations and supports staff by giving praise and constructive criticism.
5. Recognizes contributions and celebrates accomplishments.
6. Motivates staff to improve quantity and quality of work performed and provides training and development opportunities as appropriate.

7. Maintains knowledge of current trends and developments in the field by reading appropriate books, journals, and other literature and attending related seminars and conferences. Applies pertinent new knowledge to performance of other job responsibilities. (Performed by all incumbents)

1. Attends internal and external educational programs and professional meetings as available for continuing professional education.
 2. Attends regular meetings of available and applicable professional organizations.
 3. Reads and evaluates professional literature on continual basis, translates complex or technical information into a format that can be understood by others, and distributes as needed.
 4. Incorporates knowledge of pertinent new trends and developments into section policies and procedures for any related organizational changes.
 5. Attends and participates in department and unit meetings, as scheduled.
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Minimum Qualifications:

No minimum qualifications information is available.

Preferred Qualifications:

No preferred qualifications information is available.