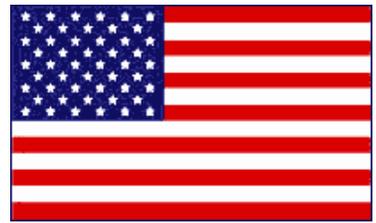




PORTLAND VA MEDICAL CENTER

*Portland, Oregon Division
Vancouver, Washington Division
Community Based Outpatient Clinics
Salem, OR Bend, OR
Camp Rilea (Warrenton, OR)*



NOTICE OF VACANCY

1. <u>Announcement Number</u> <p style="text-align: center;">3W-07-652-JC</p>	2. <u>Title, Series, Grade, Salary</u> <p style="text-align: center;">Readjustment Counseling Therapist (071150) GS-101-11 \$55,256 to \$71,834 per annum (Based on full-time employment)</p>	3. <u>Tour of Duty</u> <p style="text-align: center;">Days M-F</p>	4. <u>Duty Station</u> <p style="text-align: center;">Readjustment Counseling Service, Portland Vet Center, Portland Division</p>
5. <u>Type & Number of Vacancies</u> <p style="text-align: center;">Permanent 1 Part-time position</p>	6. <u>Contact</u> <p style="text-align: center;">Human Resources Assistant 503-220-8262 x 157080</p>	7. <u>Opening Date</u> <p style="text-align: center;">9/13/07</p>	8. <u>Closing Date</u> <p style="text-align: center;">Until Filled 1st consideration date 9/26/07</p>

WHO MAY APPLY TO THIS ANNOUNCEMENT:

- Career or career conditional employees and permanent Title 38 employees and permanent Title 38 Hybrid employees of the Portland VA Medical Center eligible under the interchange Agreement. Included are permanent employees of the Willamette National Cemetery, Regional Office, Veterans Outreach Center and Veteran's Canteen.
- Career or career conditional employees and permanent Title 38 employees of other VA facilities.
- Applicants with competitive status outside the VA i.e., those with transfer or reinstatement eligibility.
- Veterans who are preference eligibles or who have been separated from the armed forces under honorable conditions after 3 or more years of continuous active service.
- Employees covered under the provision of the inter-agency Career Transition Plan (ICTAP) and Career Transition Assistance Plan (CTAP) (displaced VA Employees) eligibles will be given priority consideration for vacancies within the **local commuting area** for which they are well qualified. Applicants requesting this consideration must attach appropriate proof of the ITCAP eligibility with their application.

MAJOR DUTIES:

The incumbent provides services to sexually traumatized veterans of all eras who present a wide range of psychosocial problems that resulted from a physical assault or battery, or sexual harassment which occurred on active military duty. Plans and conducts comprehensive readjustment counseling, outreach, and follow-up programs for this special population. The major emphasis is placed on the social, emotional and psychological needs of sexually traumatized veterans and their significant others, which may include psycho-education, medical treatment, vocational rehabilitation and referrals. Assists the veterans in these matters by working in concert with other members of the Vet Center staff as well as professionals at the VA Outpatient Clinic, VA medical Center, outreach team, and community organizations. Conducts outreach activities in coordination with the Vet Center Team Leader and staff, and any applicable VAMC/OPC staff such as women veterans coordinators, to apprise sexually traumatized veterans of the availability of counseling for sexual trauma sustained while on military duty. Outreach activities are focused on bringing these sexually traumatized veterans in need of readjustment counseling into treatment. Presents information and discusses the clinical activities and philosophy of this program with other professionals and with members of community, state and federal agencies who come in contact with sexually traumatized veterans. Presents insightful and in-depth explanations of the therapeutic modalities required in counseling veterans who have encountered sexual trauma or sexual harassment. Establishes reciprocal referral practices with VA and community agencies and makes regular referrals when appropriate. Provides opportunity for medical screening. Maintains a list of agencies and organizations outside VA which provide such rehabilitative services. Works closely with the Team Leader in developing, implementing, and maintaining a systematic follow-up program for continuous objective assessment of treatment effectiveness in persons who are no longer in treatment. Encourages veterans who have left treatment to re-enter if necessary. Engages in therapeutic relationships with sexually traumatized veteran clients and takes an active role in evaluation and decision making conferences related to client treatment plans and progress. Conducts psychosocial assessments of clients that include personal, family, and social background histories, as well as peer relations and other interpersonal interaction information. Participates in and assists the Team Leader in doing research. Participates in staff development and diagnostic assessment and therapeutic conferences. Participates in supervision and teaching of social work field placements. Participates in the preparation of statistics and reports and participates in VA-sponsored research activities. May also report on the effectiveness of various treatment interventions. Assists the Team Leader in other general duties, as appropriate. Attends appropriate educational programs, seminars, etc., for the purpose of improving services of the sexual trauma counseling program.

THIS POSITION IS EXCLUDED FROM THE BARGAINING UNIT

(Continued on next page)

QUALIFICATION REQUIREMENTS:

Eligibility: U.S. Office of Personnel Management Qualification Standards Handbook for GS-101 series apply and may be reviewed in the Human Resources Management Service office. Regulatory requirements such as "time-in-grade" and "time after competitive appointment" are applicable.

Basic Requirements: Degree: behavioral or social science; or related disciplines appropriate to the position. **–OR–** Combination of education and experience--that provided the applicant with knowledge of one or more of the behavioral or social sciences equivalent to a major in the field. **–OR–**

Four years of appropriate experience that demonstrated that the applicant has acquired knowledge of one or more of the behavioral or social sciences equivalent to a major in the field.

Specialized Experience: One (1) year that equipped the applicant with the particular knowledge, skills, and abilities (KSA's) to perform successfully the duties of the position to be filled. To be creditable, specialized experience must have been equivalent to at least the GS-9 level.

Substitution of Education for Experience: 3 years of progressively higher level graduate education leading to a PH.D. degree or PH.D. or equivalent doctoral degree. If using education as a substitute for experience, please submit a copy of your college transcripts with application packet.

BASIS OF RATING: (Knowledge, Skills, Abilities (KSAs))

On a separate sheet of paper, provide a written, detailed response to each of the KSAs. Failure to respond to rating factors will result in applicant not being referred for the position:

1. Skill in developing and using community resources. Describe your achievements in which you designed and implemented new and innovative programs or were involved in the utilization of existing community programs. Describe your accomplishment(s) which demonstrate skill in developing and using community resources.
2. Ability to set goals and adjust to changing demands. Describe achievements which demonstrate your ability to establish priorities, goals and objectives for yourself and others, to adjust to new and changing demands, to synthesize information quickly and take appropriate action in dealing with acute patients.
3. Ability to assess patient needs and formulate a treatment plan. Describe achievements which highlight your use of a variety of assessment techniques and treatment approaches including patient needs assessment and treatment planning.
4. Ability to provide psychosocial treatment in various treatment modalities. Describe achievements which demonstrate how you have established therapeutic relationships with a variety of patients and carried out a psychosocial treatment plan.
5. Ability to communicate orally and in writing with a wide variety of individuals. This typically includes professionals in other health care disciplines and health/benefits groups in the community.
6. Skill in interacting with a diverse population of individuals who have experienced sexual trauma. Describe achievements working with specialized populations.

CONDITIONS OF EMPLOYMENT:

Although the duty station is shown in this announcement, it may be necessary to utilize the selected person's services at a different location within the Portland VA Medical Center commuting area if conditions require it in the future

Applicants without prior federal service will be appointed at step one of the grade

Eligible employees may be non-competitively reassigned to fill this position as an exception to merit promotion.

Under Executive Order 11935, only United States citizens and nationals (residents of American Samoa and Swains Island) may compete for civil service jobs. Agencies are permitted to hire noncitizens only in very limited circumstances where there are no qualified citizens available for the position.

If you are a male born after December 31, 1959, and are at least 18 years of age, civil service employment law (5 U.S.C. 3328) requires that you must register with the Selective Service System, unless you meet certain exemptions.

A security clearance and a favorable suitability determination are required. Misconduct in prior employment, criminal, dishonest or disgraceful conduct, habitual use of intoxicating beverages, abuse of narcotics, drugs or other controlled substances, or reasonable doubt of loyalty to the United States are examples of reasons an offer of employment may be denied.

A drug test may be required for an applicant who is tentatively selected.

A pre-employment physical examination will be required for an applicant who is tentatively selected.

Employee selected must serve a one (1) year probationary period for managers/supervisors as contained in 5 USC 315, unless she/he has already served the required supervisory period.

Applicants appointed to direct patient care positions must be proficient in spoken and written English as required by 38USC 7402(d) and 7407(d).

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis

The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

It is the policy of the Department of Veterans Affairs that all Federal wage and salary payments are paid to employees by Direct Deposit/Electronic Funds Transfer (DD/EFT).

HOW TO APPLY:

Portland VAMC Permanent employees must submit:

1. [VAF 4078, Application for Promotion or Reassignment](#)
2. [VAF 4676a, Employee Supplemental Qualifications Statement](#)
3. [VAF 4667b, Supervisory Appraisal of Employee for Promotion](#) is optional but recommended.
4. MPQ – Merit Promotion Questionnaire is optional but recommended if you have qualifications pertaining to the position applied for but are not in your OPF

Other VA Permanent Employees must submit:

1. [OF 612, Optional Application for Federal Employment](#) (attach additional sheets of paper if needed for additional job experience (in same format as application)), or Resume. (Please refer to [OF-510, Applying for a Federal Job](#) on the USA jobs website (<http://www.usajobs.opm.gov/>) for information on how to apply with a resume instead of OF-612)
2. [VAF 4676a, Employee Supplemental Qualifications Statement](#)
3. [VAF 4667b, Supervisory Appraisal of Employee for Promotion](#) is optional but recommended.
4. [OF-306, Declaration for Federal Employment](#) (January 2001 version or later).
5. Latest SF-50, Notification of Personnel Action
6. Latest performance appraisal

Non VA Applicants must submit:

1. [OF 612, Optional Application for Federal Employment](#) (attach additional sheets of paper if needed for additional job experience (in same format as application)), or Resume. (Please refer to [OF-510, Applying for a Federal Job](#) on the USA jobs website (<http://www.usajobs.opm.gov/>) for information on how to apply with a resume instead of OF-612)
2. [OF-306, Declaration for Federal Employment](#) (January 2001 version or later).
3. Veterans Preference:
 - a. DD-214, Military Discharge Paper (member copy #4 for July 1979 or later editions) (For 5 Point Veteran's Preference).
 - b. [SF-15, Application for 10-point Veteran Preference](#) (December 2004 version or later)
 - c. VA letter of service-connected disability rating dated 1991 or later.
4. SF-50, Notification of Personnel Action (if applying as a current or former federal employee).
5. Narrative statement relating to all of the KSAs. Candidates **must** submit a narrative statement on a separate page(s) with specific responses to all of the knowledge, skills, and abilities (KSAs) in this announcement. Failure to submit your narrative response to all of the KSAs will result in the applicant not being referred for the position.
6. A copy of your college transcripts (Optional unless education is required).
7. ITCAP Applicants: Submit proof by including a copy of the agency notice, most recent Performance Rating and most recent SF-50 indicating current position, grade, level, and duty station.

All application packets must be received in Human Resources by Close of Business (COB) on 9/26/07 for 1st consideration. This position is Open Until Filled. Application forms may be obtained in Human Resources Office or on our external website, <http://www.visn20.med.va.gov/Portland/mc/hr>.

Applications may be mailed to:
Portland VA Medical Center, P4HRMS

Attn: 3W-07-652-JC
PO Box 1034
Portland, OR 97207

Or brought in person to:
Portland VA Medical Center
3710 SW US Veterans Hospital Rd
Building 16, Room 300
Portland OR 97239

APPLICANT'S PLEASE NOTE:

- Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications (particularly positions with a positive education requirement.). Therefore, applicants must report only attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.
- Applicants can verify accreditation at the following website: <http://www.ed.gov/admns/finaid/accred/index.html>. All education claimed by applicants will be verified by the appointing agency accordingly.

IMPORTANT NOTICE ABOUT APPLICANT'S RESPONSIBILITY:

- It is the applicant's responsibility to submit documentation to support his/her application for this position. Applicant is responsible for ensuring that all experience, formal training, award recognition, etc. are documented in the application package. Experience may include voluntary or other non-paid experience in the appropriate field. If you feel that your training record contains information pertinent to your qualifications, then you must submit a printed copy of your training record with your application package. Your training record will become part of the specific vacancy file and will not be filed in Official Personnel Folder. Human Resources Management Division will not photocopy any application material; applicants are responsible for making photocopies prior to submitting applications.
- **It is the responsibility of the applicant to ensure timely receipt of the application, regardless of the method used for submission. The VA assumes no responsibility for the late delivery of applications (i.e. postal service delays). The Portland VA Medical Center will not accept FAX, or emailed applications or applications in a US government envelope.**