

## TRiO Grant Disability Resource Center (Student Support Services – Disabled)

Position: Education Specialist, Student Support Services – Disabled (SSSD)  
Nine month and two summer terms

Job Description: Provide direct support and case management services to SSSD participants. Primary responsibilities include determining eligibility and disability access needs, monitoring participant's academic success and program service usage. Implementation of workshops and cultural activities; training students in use of software and equipment; and serve as a liaison between participants and faculty. Maintain records, documentation, and data as directed and in accordance with TRiO, FERPA, ADA, and other federal, state, and university policies and laws. Requires some travel for training, professional development, and student trips. Reports to the SSSD Assistant Director, TRiO Director and the Vice President for Student Success.

Qualifications: Master degree preferred or enrolled in graduate program in education, college student personnel, counseling, psychology, rehabilitation or related field. Experience in managing a diverse caseload-serving individuals with disabilities. Familiar with Section 504 of the Rehabilitation Act and the ADA.

Salary: To be determined

Application: Send a letter of interest, professional resume, and the names, phone numbers and email addresses of at least five references to:

Search Committee Chair  
Henderson State University  
HSU Box 7711 or  
Email: [brayj@hsu.edu](mailto:brayj@hsu.edu)  
Arkadelphia, Arkansas 71999-0001

Review of applications will begin August 30, 2019, and will continue until the position is filled. The final applicant for this position will be required to submit to a background screening including a criminal and financial background check pursuant to university policy. Under the provisions of the Arkansas Freedom of Information Act, applications are subject to public inspection upon written request.