



# Practitioner Recruitment

"The daily challenges are very difficult to do alone, but with WV Birth to Three services it makes life easier..."

*Marci Osburn - WVBTT Parent*

When a family experiences the birth of a child with a disability or becomes concerned about their child's development, they may look for support from important people in their lives. Sometimes families want more information from professionals who understand child development and have knowledge about their child's disability. West Virginia Birth to Three can provide that support.

West Virginia Birth to Three seeks service coordinators and service practitioners whose primary role is to partner with and coach family members and caregivers in meeting children's needs.

## SERVICE COORDINATOR

- Link families to needed financial resources
- Help the family coordinate and evaluate their service needs
- Help the family and child's support team to communicate and stay in touch

### REQUIRED SKILLS:

- Bachelors degree in a human service field or in another closely related field with early childhood training
- Parents of children who received early intervention services
- Must meet entry level standards
- Must enroll under a service coordination agency

## SERVICE PRACTITIONER

- Background in early childhood education, preschool special education, social work, nutrition, physical therapy, counseling, nursing, occupational therapy, speech pathology, psychology, orientation and mobility, vision, deaf education, health care, or audiology
- May enroll in the system independently or through a practitioner agency

### REQUIRED SKILLS:

- Must meet licensing and education requirements for your discipline
- Must meet entry level standards

To review the **WV Birth to Three Personnel Guide for qualifications scan the QR Code**



For more information about enrolling with WV Birth to Three as a service coordinator or a direct service provider call **1-800-642-8522** or email: **West Virginia Birth to Three**



# WVBTT SERVICE COORDINATOR



- ✓ OFFERS FAMILY SUPPORT
- ✓ SHARES FAMILY RIGHTS
- ✓ SERVES AS MDT TEAM FACILITATOR
- ✓ SHARES COMMUNITY RESOURCES
- ✓ SERVES AS TRANSITION FACILITATOR TO PART B SERVICE

If you have an interest in becoming a service coordinator please review information provided by our WV Birth to Three Service Coordination agencies to learn more.

Skill Builders, LLC  
TOTally SC, Inc.



## Skill Builders LLC

A WV Birth to Three Service Coordination Agency

Has local positions open in the following Counties:

**Berkeley, Jefferson, Marshall, Ohio, Mon, Marion,  
Harrison, Preston, Barbour, Upshur, and Lewis**

These Service Coordination positions offer the ability to work from home, with flexible hours that you schedule yourself, with a great hourly rate and the opportunity to make a positive difference in the lives of children and families in your community.

**These positions DO require travel to family's homes for in-home face-to-face service coordination in and around the areas listed above.**

Some service coordination visits MAY be provided virtually if requested by families, so excellent fast speed and reliable internet is required.

**These positions are for day and evening work that you schedule.**

Minimum requirements are a BA degree in preferably a Human Service Field (Education, Social Work or Psychology)

OR

Being a parent of a WV Birth to Three child that has already turned 3 and exited the WV Birth to Three System at age 3 or being a parent of a child that did receive or is receiving Special Education services in your local School System.

Other requirements include:

Excellent verbal and written communication skills

Excellent organization skills

Excellent internet service.

Please email Susan Watson at [skillbuilders1@comcast.net](mailto:skillbuilders1@comcast.net) or call 304-282-8554 for more information regarding these positions.



# TOTally SC, Inc.

## We are Hiring!



TOTally SC, Inc. provides quality Service Coordination to families receiving early intervention services in the state of WV. Through a supportive organizational culture focused on developing and retaining team members, our Service Coordinators are passionate team leaders who coordinate and facilitate communication between families, other Individualized Family Service Plan (IFSP) team members, and community partners to help families meet their children's needs.

- JOB TITLE:** Service Coordinator Internship
- PROGRAM:** WV Birth to Three
- REPORTS TO:** TOTally SC, Inc.
- LOCATIONS:** As Posted at [www.facebook.com/TOTallySC](http://www.facebook.com/TOTallySC)
- WORK HOURS:** Variable; Part-time beginning at 20 hours per week with Full-time Opportunities
- JOB TYPE:** Virtual with Home Visiting
- SALARY:** Based on Experience and Availability

### NATURE OF WORK:

- A Service Coordinator is the team leader who coordinates and facilitates communication between families, other Individualized Family Service Plan (IFSP) team members, and community partners to help families meet their children's needs.
- Listen to the family and show them how WV Birth to Three services can support them.
- Coordinate the development and review of the IFSP with the team to meet the child's needs.
- Help ensure IFSP services are delivered in a way that meets the family's needs.
- Help the family understand their rights and the procedural safeguards.
- Help the family plan for next steps when they exit WV Birth to Three.
- Link families to community activities, resources, and financial supports.

### MINIMUM QUALIFICATIONS:

- Ability to comply with all of TOTally SC, Inc's Policies and Procedures.
- Ability to read, write and speak distinctly.
- Home office with reliable internet and phone service.
- Transportation for both daytime and evening appointments based on client need.
- Knowledge of the WV Birth to Three program.
- Eager to work independently with great organization skills & basic computer knowledge.
- Willingness to gain and maintain certification requirements as outlined by the WV Birth to Three guidelines.

### Entry Level Qualification Requirements:

1) Baccalaureate degree in an approved human services field such as social work, elementary education, special education, nursing, psychology, counseling, sociology, speech and language pathology or approved equivalent program of study

OR 2) Baccalaureate degree in a non-related area with at least 9 hours of related coursework in an approved human services field such as social work, elementary education, special education, nursing, psychology, counseling, sociology, speech and language pathology or equivalent program of study

OR 3) a biological or adoptive parent of a child three years of age or older who was eligible for and received either WV Birth to Three or Preschool Special Education services. Parent must possess a high school diploma or GED.

**If you or someone you know is interested, please send us your resume and cover letter detailing your qualifications and availability to include counties you can work via email to [apply@totallyscinc.com](mailto:apply@totallyscinc.com)**

Trina Clark, Director of Operations



# Direct Service Providers

## ✓ BECOME A MEMBER OF THE TEAM

- ✓ PT AND OT; PTA OR OTA (supervised)
- ✓ DEVELOPMENTAL SPECIALISTS
- ✓ NURSES
- ✓ SLP, HEARING AND VISION SPECIALISTS
- ✓ ASL SPECIALISTS, AND OTHERS



To learn more about the WV Birth to Three program visit our website: [WV Birth to Three](http://www.wv.gov/birth-to-three).

[Click here](#) to review information on **WV Birth to Three Personnel Standards** for provider roles and qualifications.

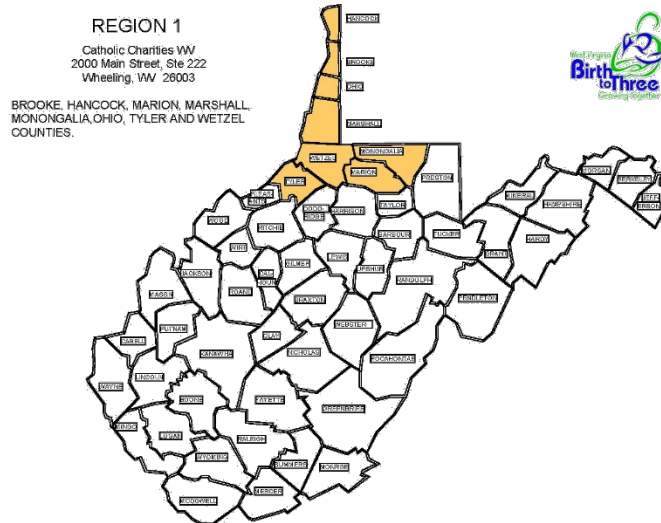
Review the information that follows for various needs around the state by region. Contact information is noted on each regional page.

## RAU SERVICE PROVIDER NEEDS/VACANCIES

RAU: 1 REQUESTED DATE: 9-6-24

RAU DIRECTOR: Wendy Miller

WVBTT HAS A NEED FOR SERVICE PROVIDERS IN REGION 1. DISCIPLINES AND LOCATIONS ARE NOTED BELOW.



Region 1 is seeking licensed providers and practitioners. Visit [WVBTT Personnel Standards: Entry Level Qualifications \(Effective 11/17/21\)](#) to see if you meet required qualifications.

**Developmental Specialists** - (*Special Instruction*) 2 - Marion, 2-3 – Marshall\*, 3-4 - Monongalia\*, 2-3 Ohio\* Counties – *All daytime/evening - face/face availability*

**Physical Therapists** – 2-3 – Marion\* and 2-3 - Monongalia\* Counties - *daytime/evening - face/face availability*

**Speech Language Pathologists** – 2 – Brooke, 2 – Hancock, 2 - Tyler-daytime/evening and 2 - Wetzel-daytime/evening Counties – *face/face availability*

\* - Counties that have the most urgent need for services

**Other specialties needed:**

**Hearing Specialist – Nursing – Nutrition – Psych** – Monongalia, Ohio, Tyler and Wetzel Counties - *face/face availability*

### **SERVICE COORDINATION AGENCIES HIRING**

[https://www.wvdhhr.org/birth23/files/Services\\_providers\\_needed.pdf](https://www.wvdhhr.org/birth23/files/Services_providers_needed.pdf)

**BTT SAFETY PROTOCOL STILL REMAINS IN PLACE.**

[http://www.wvdhhr.org/birth23/files/WVBTT\\_Home\\_Safety\\_Protocol.pdf](http://www.wvdhhr.org/birth23/files/WVBTT_Home_Safety_Protocol.pdf)

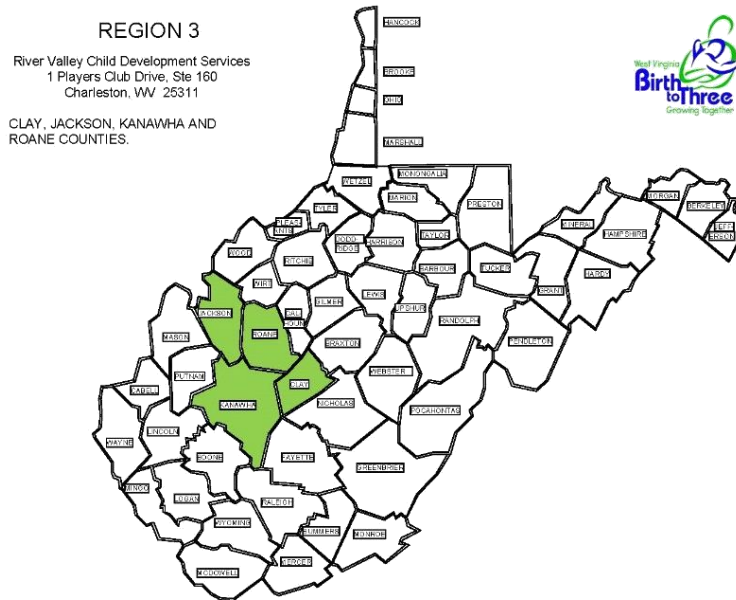
Contact Technical Assistance Specialist Sarah Feick at [sarah.j.feick@wv.gov](mailto:sarah.j.feick@wv.gov) for more information.

## RAU SERVICE PROVIDER NEEDS/VACANCIES

RAU: 3 DATE: 1-26-24

RAU DIRECTOR: **Sharon Bright**

WVBTT HAS A NEED FOR SERVICE PROVIDERS IN REGION 3. DISCIPLINES AND LOCATIONS ARE NOTED BELOW.



Region 3 is seeking professionals in all counties: Clay/Kanawha/Jackson/Roane

**Developmental Specialist** – 1 – Clay; 1 – Jackson; 2 – Kanawha; and 2 – Roane Counties - Evaluation and Ongoing services - ***face to face availability-daytime/evening***

**Physical Therapist** - 1 – Clay; 1 – Jackson; 2 – Kanawha; and 2 – Roane Counties - Evaluation and Ongoing services - ***face to face availability-daytime/evening***

**Occupational Therapist** - 1 – Clay; 1 – Jackson; 2 – Kanawha; and 2 – Roane Counties - Evaluation and Ongoing services - ***face to face availability-daytime/evening***

**Speech Language Pathologist** - 1 – Clay; 1 – Jackson; 2 – Kanawha; and 2 – Roane Counties - Evaluation and Ongoing services - ***face to face availability-daytime/evening***

*BTT SAFETY PROTOCOL STILL REMAINS IN PLACE.*

[http://www.wvdhhr.org/birth23/files/WVBTT\\_Home\\_Safety\\_Protocol.pdf](http://www.wvdhhr.org/birth23/files/WVBTT_Home_Safety_Protocol.pdf)

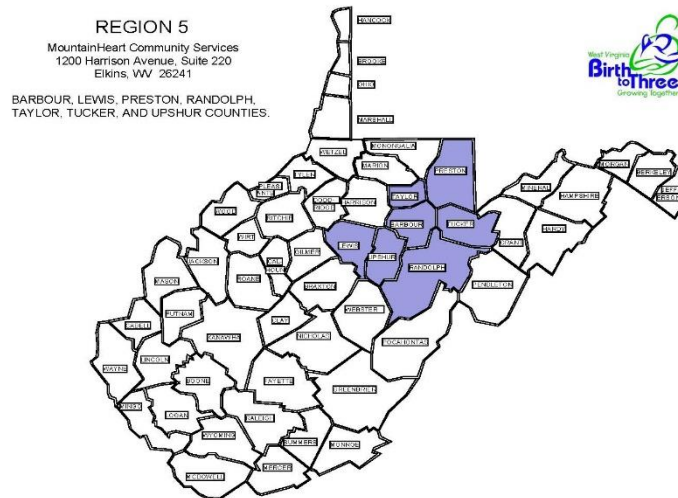
Contact Technical Assistance Specialist Kately Thaxton at [Kately.M.Thaxton@wv.gov](mailto:Kately.M.Thaxton@wv.gov) for more information.

## RAU SERVICE PROVIDER NEEDS/VACANCIES

RAU: 5\_ REQUESTED DATE: 6-4-24

RAU DIRECTOR: Rachel Hamner

WVBTT HAS A NEED FOR SERVICE PROVIDERS IN REGION 5. DISCIPLINES AND LOCATIONS ARE NOTED BELOW.



Region 5 is seeking licensed providers and practitioners. Visit [WVBTT Personnel Standards: Entry Level Qualifications \(Effective 11/17/21\)](#) to see if you meet required qualifications.

**DEVELOPMENTAL SPECIALISTS** - Looking for face-to-face providers: 1 – Barbour, 1 – Preston and 1 - Tucker Counties

**PHYSICAL THERAPISTS** - Looking for face-to-face providers: 1 – Barbour, 1 – Preston, 1- Taylor and 1 - Tucker Counties

**OCCUPATIONAL THERAPISTS** - Looking for face-to-face providers: 1- Taylor and 1 - Tucker Counties

**SPEECH AND LANGUAGE PATHOLOGISTS** - Looking for face-to-face providers: 1 – Barbour, 1 – Preston, 1- Taylor and 1 - Tucker Counties

*BTT SAFETY PROTOCOL STILL REMAINS IN PLACE.*

[http://www.wvdhhr.org/birth23/files/WVBTT\\_Home\\_Safety\\_Protocol.pdf](http://www.wvdhhr.org/birth23/files/WVBTT_Home_Safety_Protocol.pdf)

Contact Technical Assistance Specialist, Kathryn Heidel at [Kathryn.A.Heidel@wv.gov](mailto:Kathryn.A.Heidel@wv.gov) for more information.



## RAU SERVICE PROVIDER NEEDS/VACANCIES

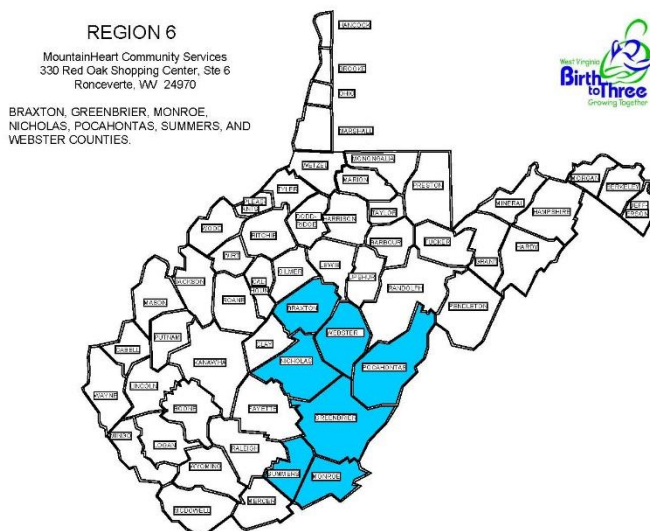
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RAU: 6 DATE: 9-12-23

RAU DIRECTOR: Rachel Hamner

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WVBTT HAS A NEED FOR SERVICE PROVIDERS IN REGION 6. DISCIPLINES AND LOCATIONS ARE NOTED BELOW.



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Region 6 is seeking licensed providers and practitioners in the following counties:  
Braxton/Greenbrier/Monroe/Nicholas/Pocahontas/Summers and Webster Counties

The following professionally licensed practitioners are needed:

- **PHYSICAL THERAPISTS**
- **OCCUPATIONAL THERAPISTS**
- **SPEECH AND LANGUAGE PATHOLOGISTS**
- **DEVELOPMENTAL SPECIALISTS**

*BTT SAFETY PROTOCOL STILL REMAINS IN PLACE.*

[http://www.wvdhhr.org/birth23/files/WVBTT\\_Home\\_Safety\\_Protocol.pdf](http://www.wvdhhr.org/birth23/files/WVBTT_Home_Safety_Protocol.pdf)

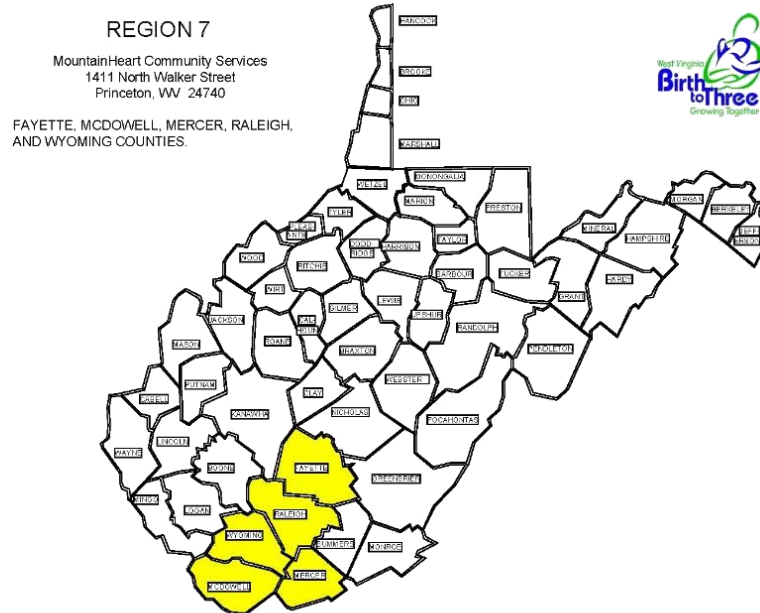
Contact Technical Assistance Specialist, Kathryn Heidel at [Kathryn.A.Heidel@wv.gov](mailto:Kathryn.A.Heidel@wv.gov) for more information.

## RAU SERVICE PROVIDER NEEDS/VACANCIES

RAU: 7 DATE: 8-9-24

RAU DIRECTOR: Melissa Saddler

WVBTT HAS A NEED FOR SERVICE PROVIDERS IN REGION 7. DISCIPLINES AND LOCATIONS ARE NOTED BELOW.



Region 7 is seeking licensed providers and practitioners. Visit [WVBTT Personnel Standards: Entry Level Qualifications \(Effective 11/17/21\)](#) to see if you meet required qualifications.

**Developmental Specialists** –1 – McDowell and 1 – Wyoming Counties – **face/face availability**

**Physical Therapists** – 1 – Fayette, 1 – McDowell; 1 – Mercer; 1 – Raleigh; 1 – Wyoming Counties -**face/face availability**

**Speech Language Pathologists** –1 – McDowell County - **face/face availability**

*BTT SAFETY PROTOCOL STILL REMAINS IN PLACE.*

[http://www.wvdhhr.org/birth23/files/WVBTT\\_Home\\_Safety\\_Protocol.pdf](http://www.wvdhhr.org/birth23/files/WVBTT_Home_Safety_Protocol.pdf)

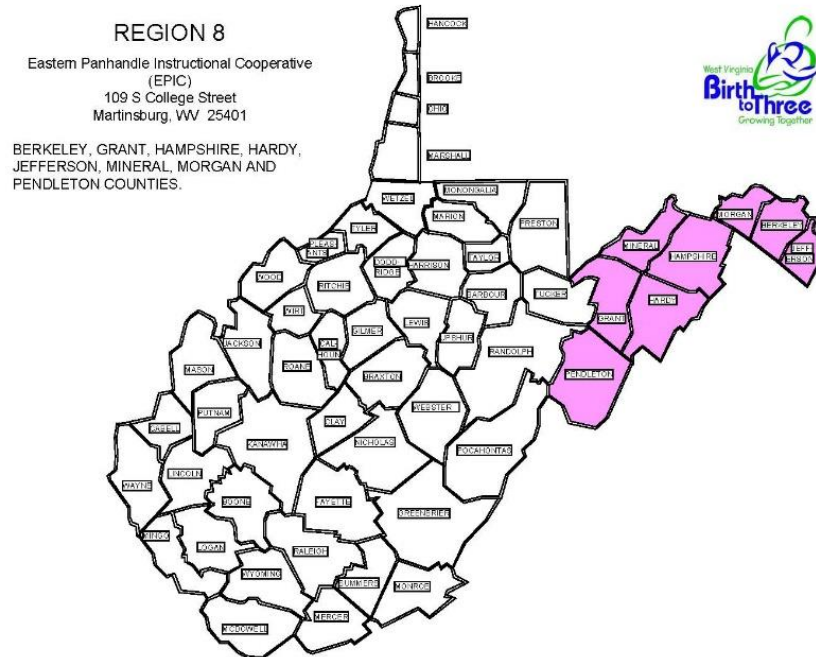
Contact Technical Assistance Specialist, Susan Rispress, at [susan.k.rispress@wv.gov](mailto:susan.k.rispress@wv.gov) for more information.

## RAU SERVICE PROVIDER NEEDS/VACANCIES

RAU: 8      REQUESTED DATE: 7-16-24

RAU DIRECTOR: Lori Lawson

WVBTT HAS A NEED FOR SERVICE PROVIDERS IN REGION 8. DISCIPLINES AND LOCATIONS ARE NOTED BELOW.



Region 8 is seeking licensed providers and practitioners. Visit [WVBTT Personnel Standards: Entry Level Qualifications \(Effective 11/17/21\)](#) to see if you meet required qualifications.

**Developmental Specialists** – Looking for face-to-face providers in the following counties:  
1-Berkeley, 1-Grant, 1- Hardy, 1-Jefferson, 1-Morgan and 1-Pendleton Counties

**Physical Therapists** – Looking for face-to-face providers in the following county: 1-Berkeley, 1-Grant, 1-Jefferson, 1-Morgan and 1-Pendleton Counties

**Occupational Therapists** – Looking for face-to-face providers in the following counties:  
1-Berkeley, 1-Grant, 1- Hardy, 1-Jefferson, 1-Morgan and 1-Pendleton Counties

**Speech and Language Pathologist** - Looking for face-to-face providers in the following counties: 2-Berkeley, 1-Grant, 1- Hardy, 1-Jefferson, 1-Morgan and 1-Pendleton Counties

### *BTT SAFETY PROTOCOL*

[http://www.wvdhhr.org/birth23/files/WVBTT\\_Home\\_Safety\\_Protocol.pdf](http://www.wvdhhr.org/birth23/files/WVBTT_Home_Safety_Protocol.pdf)

Contact Technical Assistance Specialist Kathryn Heidel at [Kathryn.A.Heidel@wv.gov](mailto:Kathryn.A.Heidel@wv.gov) for more information.