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

Please review the WV Birth to Three Personnel Guide for details of qualifications at [www.wvdhhr.org/birth23](http://www.wvdhhr.org/birth23)

For more information about enrolling with WV Birth to Three as a service coordinator or as a service practitioner visit [www.wvdhhr.org/birth23](http://www.wvdhhr.org/birth23) or call **1-800-642-8522**.
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 positions open in the following Counties:

Monongalia, Marion, Harrison, Wood, Calhoun, Gilmer, Braxton and Barbour Counties

These Service Coordination positions offers 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 typically require travel to family’s homes in and around the areas listed above, but during the COVID-19 Pandemic, most services and visits are being provided virtually. 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 or call 304-282-8554 for more information regarding these positions.
TOTally SC, Inc. is looking to hire Service Coordinators across the state of WV

- **JOB TITLE:** Service Coordinator
- **PROGRAM:** WV Birth to Three
- **REPORTS TO:** TOTally SC, Inc.
- **LOCATIONS:** Cabell, Fayette, Harrison, Kanawha, Lewis, Marion, Mason, Mercer, Monongalia, Preston, Raleigh, Taylor, Tucker, Upshur, Wayne, & Wood Counties
- **WORK HOURS:** Flexible
- **JOB TYPE:** Virtual Opportunities
- **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 TOTally SC, Inc’s Policies and Procedures.
- Ability to read, write and speak distinctly.
- Home office with capabilities to print, scan, and upload paperwork with reliable internet and phone access.
- Transportation for both daytime and evening appointments if virtual services are discontinued.
- Knowledge of the WV Birth to Three program.
- Eager to work independently with great organization skills.
- 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.

Trina Clark
TOTally SC, Inc.
totallysc@outlook.com
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.

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  DATE: 12-1-21
RAU DIRECTOR:  Wendy Miller

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

Developmental Specialists – Marshall – 2, Ohio – 2 – available for face-to-face, and Tyler Counties

Speech Language Pathologists – Tyler County

Physical Therapists – Tyler County

Nurses – All counties within Region 1 – Brooke, Hancock, Marion, Marshall, Monongalia, Ohio, Tyler and Wetzel.

Contact Technical Assistance Specialist Lauren Moore at lauren.m.moore@wv.gov for more information.
WVBTT HAS A NEED FOR SERVICE PROVIDERS IN REGION 2. DISCIPLINES AND LOCATIONS ARE NOTED BELOW.

**Speech and Language Pathologists** – Calhoun, Doddridge, Gilmer, Harrison, Ritchie, and Wood Counties have need for SLPs to conduct face-to-face services

**Developmental Specialists** – Calhoun, Gilmer, Pleasants, Wirt, and Wood Counties – Calhoun, Pleasants, Wood County – face to face

**Occupational Therapists** – Pleasants, Wirt, and Wood – face-to-face services (daytime)

**Physical Therapists** – Calhoun and Gilmer Counties

**Nurse** – Calhoun, Doddridge, Gilmer, Harrison, Pleasants, Ritchie, and Wirt Counties

**Hearing Specialists** – Calhoun, Doddridge, Gilmer, Harrison, Pleasants, and Ritchie Counties

**Vision Specialists** – Doddridge and Pleasants Counties

Contact Technical Assistance Specialist Lauren Moore at Lauren.M.Moore@wv.gov for more information.
RAU SERVICE PROVIDER NEEDS/VACANCIES

RAU: 3  DATE: 3-26-2021
RAU DIRECTOR: Sharon Bright

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

Speech Language Pathologists – for all counties – Clay, Jackson, Kanawha and Roane

Developmental Specialists – for Kanawha County

Contact Technical Assistance Specialist Jessica Wolfe at Jessica.r.wolfe@wv.gov for more information.
RAU SERVICE PROVIDER NEEDS/VACANCIES

RAU: 4  DATE: 5-11-21
RAU DIRECTOR: Octavia Cordon

WVBTT HAS A NEED FOR SERVICE PROVIDERS IN REGION 4. DISCIPLINES AND LOCATIONS ARE NOTED BELOW.

Speech Language Pathologists – Boone, Cabell, Logan, Putnam (Red House, Liberty – experience in feeding), and Wayne counties – on-going with daytime/evening availability

Developmental Specialists – Boone, Cabell, Logan, and Wayne – on-going with daytime/evening availability

Service Coordinator – Logan County – please contact the TA Specialist directly

Contact Technical Assistance Specialist Jessica Dempsey at (304)-414-0543 jessica.r.dempsey@wv.gov for more information.
WVBTT HAS A NEED FOR SERVICE PROVIDERS IN REGION 5. DISCIPLINES AND LOCATIONS ARE NOTED BELOW.

PHYSICAL THERAPISTS – BARBOUR, LEWIS, TUCKER AND UPHSHUR COUNTIES
SPEECH LANGUAGE PATHOLOGISTS – BARBOUR, LEWIS, AND PRESTON
DEVELOPMENTAL SPECIALISTS – BARBOUR AND PRESTON

ON-GOING SERVICE COORDINATORS – BARBOUR COUNTY – CONTACT THE TA SPECIALIST TO BE DIRECTED TO A SERVICE COORDINATION AGENCY

Contact Technical Assistance Specialist Mel Woodcock at regina.k.woodcock@wv.gov for more information.
RAU SERVICE PROVIDER NEEDS/VACANCIES

RAU: 6  DATE: 2-6-2020

RAU DIRECTOR: Rachel Hamner

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

PHYSICAL THERAPISTS – BRAXTON, MONTORE, POCAHONTAS AND WEBSTER COUNTIES

OCCUPATIONAL THERAPISTS – BRAXTON, MONROE AND WEBSTER COUNTIES

SPEECH LANGUAGE PATHOLOGISTS – BRAXTON, GREENBRIER, MONROE, POCAHONTAS, AND WEBSTER COUNTIES

DEVELOPMENTAL SPECIALISTS – BRAXTON, MONROE AND WEBSTER COUNTIES

PSYCHOLOGISTS – NICHOLAS AND SUMMERS

ON-GOING SERVICE COORDINATORS – Pocahontas County – Skillbuilders is looking to hire service coordinators for Pocahontas Co. Please contact Skillbuilders1@comcast.net or Susan Watson at 304-282-8554 to learn more.

Contact Technical Assistance Specialist Susan Rispress at susan.k.rispress@wv.gov or 304-414-0663 for more information.
RAU SERVICE PROVIDER NEEDS/VACANCIES

RAU: 7  DATE: 12-14-21

RAU DIRECTOR: Melissa Saddler

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

REGION 7
MountainHeart Community Services
1411 North Walker Street
Princeton, WV 24740

FAYETTE, MCDOWELL, MERCER, RALEIGH, AND WYOMING COUNTIES.

Developmental Specialists – Fayette and Raleigh Counties

Contact Technical Assistance Specialist Susan Rispress at susan.k.rispress@wv.gov for more information.

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RAU SERVICE PROVIDER NEEDS/VACANCIES

RAU: 8  DATE: 10-15-19
RAU DIRECTOR: Lori Lawson

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

DEVELOPMENTAL SPECIALISTS - MORGAN
SPEECH LANGUAGE PATHOLOGISTS - HAMPshire, HARDY, PENDLETON, MINERAL AND MORGAN COUNTIES
PHYSICAL THERAPISTS - HAMPshire, HARDY, MINERAL AND MORGAN COUNTIES
OCCUPATIONAL THERAPISTS - HAMPshire, HARDY, MINERAL AND MORGAN COUNTIES
NURSES - REGION-WIDE
RD/NUTRITIONIST - REGION-WIDE
SOCIAL WORKER - HAMPshire AND MINERAL COUNTIES

Contact Technical Assistance Specialist Pam Roush at pam.s.roush@wv.gov for more information.