TN Department of Human Services

BUSINESS EMPLOYMENT CONSULTANT

Rehab Services - Vocational Rehab

Job Location:

Greene County

Job Application:

To apply for this position, visit our **Apply Here** web page in a new tab by **November 9, 2026**.

About Position:

This vacancy is within the Tennessee Department of Human Services (TDHS), Division of Rehabilitation Services. The Division of Rehabilitation Services, Vocational Rehabilitation (VR) Program, provides a variety of services to individuals with disabilities seeking employment as well as Tennessee businesses. For VR customers with disabilities, VR provides employment-focused rehabilitation services which may include counseling and guidance, training and education, placement, and/or more. For businesses, the VR Business Service Unit provides solution-focused services aimed at assisting businesses in their efforts to build a diverse workforce inclusive of individuals with disabilities through services such as disability awareness and inclusion training, recruitment of qualified talent, disability accommodation assistance, and retention services for employees that acquire a disability.

Under the supervision of the VR Business Service Unit Director, the Business Employment Consultant (BEC) is responsible for professional vocational rehabilitation employment services. This position serves as a consultant to business and industry regarding services related to employment and to Vocational Rehabilitation staff, community rehabilitation programs, and educational systems. The consultant's goal is to increase customer knowledge of business needs and labor market trends, develop professional relationships with business and industry, foster collaboration and enhance local expertise for career guidance, and provides customers assistance in the acquisition of successful employment in the competitive and integrated labor market.

Responsibilities:

- Markets Vocational Rehabilitation to business and industry by identifying their needs and offering products and services to address those needs.
- Determines business needs regarding recruitment, hiring, retention and improved disability management within the company to establish potential employment opportunities for Vocational Rehabilitation customers.

- Customizes a “dual customer” approach in building and maintaining partnerships with businesses using marketing principles to address specific issues, concerns, or needs connected to disability in the workplace, acknowledging both businesses and VR service consumers as customers.
- Develops job leads and facilitates the employment and retention of Vocational Rehabilitation customers in community-based competitive integrated employment to meet departmental goals.
- Provides guidance and training to businesses in order to enhance employment opportunities, retention, and upward mobility of employees.
- Serves as an information consultant to Vocational Rehabilitation staff to increase their knowledge of business needs and labor market trends to foster collaboration and enhance local expertise for career guidance and career outcomes for customers.
- Organizes, plans, and prioritizes appointments with VR customers, service consumers and employers, to utilize time and resources effectively.
- Utilizes a variety of mobile technologies to document, research, and communicate employment related activities to better serve all internal and external Vocational Rehabilitation customers

Qualifications:

- Bachelor's degree and one year of full-time professional experience in social or human services, recruiting, marketing, or business development/management.
- Substitution of Experience for Education: Additional full-time professional experience in a field as listed above may substitute for the required education on a year-for-year basis.

Target Range:

The target range for the Business Employment Consultant position is **$44,004 – $54,936**. The directly related experience, knowledge, skills and abilities of the selected candidate will determine the actual salary offer.

Benefits Information:

For more information about employee benefits open our DHS Employee Benefits brochure in a new tab.

DHS Mission:

Strengthen Tennessee by Strengthening Tennesseans

DHS Vision:

To revolutionize the customer experience by growing capacity to reduce dependency.

DHS Values:

- High Performance
- Collaboration
- Continuous Improvement
- A shared Vision
- Customer-Centered Solutions