



National Disability Rights Network

Job Announcement

Disability Advocacy Specialist

Employment Services

The [National Disability Rights Network](#) (NDRN) in Washington, D.C., seeks an **experienced person to work as a Disability Advocacy Specialist** to provide training and technical assistance on employment services and benefits to the nationwide Protection and Advocacy (P&A) System for persons with disabilities. The person will coordinate, assist, and provide direct training and technical assistance on Social Security Act work incentives, employment services and supports for people with disabilities, and to address the range of topics which present barriers to people with disabilities who seek to join or remain in the workforce. The person will create written training materials, revise and develop training curriculums, and develop and deliver highly effective training presentations.

This staff position is critical for NDRN to support attorneys and advocates who assist Social Security Act beneficiaries overcome barriers to obtain, retain, regain, and advance in competitive integrated employment settings under the Protection and Advocacy for Beneficiaries of Social Security (PABSS) program.

The Disability Advocacy Specialist will provide training and technical assistance in the following areas:

- The application of Social Security Disability Insurance (SSDI or Title II) and Supplemental Security Income (SSI or Title XVI) work incentive program rules.

- Advising on the public and private services and supports available to overcome barriers to work for beneficiaries of Social Security, such as the Ticket to Work program, American Jobs Centers, and other workforce systems.
- Advocating with state vocational rehabilitation systems.
- The availability of health insurance, financial stability programs, ABLE Accounts, Employment Networks, and Medicare and Medicaid benefits for those who seek out or wish to maintain employment.
- Strategies to assist Social Security beneficiaries overcome work barriers and obtain competitive integrated employment.
- P&A operations to effectively support and encourage employment efforts of clients eligible for advocacy services under the PABSS program.

Who We Are

[NDRN](#) is the nonprofit membership organization for the federally mandated Protection and Advocacy (P&A) Systems and Client Assistance Programs (CAP) for individuals with disabilities. The P&A System is collectively the largest provider of legal services to persons with disabilities in the United States. P&A/CAPs use various means, including administrative complaints and system litigation, to address a wide range of rights violations which impact persons with disabilities. A P&A and CAP is located in every state, U.S. territory, and for a consortium of Native American tribes.

NDRN provides training, technical assistance, and legal support to the P&A/CAP agencies through its Training and Advocacy Support Center (TASC). NDRN is also involved in legislative advocacy to create a society in which people with disabilities are afforded equal opportunity and are able to fully participate by exercising choice and self-determination.

Responsibilities Include:

- Develop, coordinate, and conduct remote and in-person trainings to meet the needs of P&A legal and advocacy staff enhance and expand

their ability to protect the rights of persons with disabilities overcome barriers to employment.

- Draft technical assistance and other materials on relevant regulations, policies, and practices designed to support the work of P&As under the PABSS program and to protect the rights of workers with disabilities.
- Provide direct individualized technical assistance to support P&A attorneys and advocates implement PABSS funded work.
- Create, update, and maintain training and technical assistance resources, and participate in relevant on-line forums and communities of practice addressing barriers to work for persons with disabilities.
- Work with outside experts and promote resource sharing across the P&A/CAP Network on representing clients overcome barriers to work.
- Participate in meetings with the Social Security Administration. Coordinate and participate in on-site or virtual technical assistance events for individual P&A organizations, as necessary.
- Develop and expand collaborations with federal agencies and other local, regional, and national advocacy organizations.
- Work with NDRN's PABSS Project Director and other staff to ensure NDRN's responsibilities under a training and technical assistance contract with the Social Security Administration are met.

Required Qualifications:

- Significant proven experience presenting and conducting trainings on specialized content to adult learners in large and small groups though in person and virtual means.
- Demonstrated ability to complete professional written products, with attention to detail, and to meet timelines and deliverable requirements.
- Strong and demonstrated knowledge of the Social Security Disability Insurance (SSDI) and Supplemental Security Income (SSI) programs, especially work incentive rules.

- Understanding of employment services and supports available to people with disabilities seeking to return to or retain employment.
- Experience assisting Social Security Act beneficiaries navigate SSDI and SSI work incentives programs, employment services and supports, employment rights, health care, or similar experience.
- Demonstrated ability to use substantive knowledge to provide high quality advice or technical assistance to clients, advocates or other professionals on an individualized basis.
- Proven commitment to disability rights and other civil rights, and social justice.
- Effective communication skills, including writing skills. Demonstrated interpersonal skills, including sensitivity to other people and the ability to work cooperatively with others in virtual and in-person settings.

Preferred Qualifications:

- Prior work with a Protection and Advocacy or Client Assistant Program organization, Work Incentive and Planning Assistance (WIPA) program, and/or a non-profit service program addressing employment or disability rights. Experience working under or with the PABSS program is highly desirable.
- Experience in the creation and development of highly effective trainings and presentations to diverse groups.
- Working knowledge of health insurance options, financial stability programs, ABLE Accounts, Employment Networks, and Medicare and Medicaid programs which support people with disabilities.
- Multi-lingual (which includes American Sign Language).

Location and Travel:

NDRN's office is located in Washington, D.C., however, NDRN will consider fully remote applicants for this position working outside of the Metro D.C. area. If the candidate selected is from outside of the Metro DC area, the

person will work remotely, compensated for travel to our office for onboarding purposes, company-wide strategic planning sessions, and annual conference. We provide technology to support your work.

The position will require travel between two and five times per year and occasional work on weekends.

Compensation and Benefits:

NDRN offers a competitive salary, based on experience. Benefits include health plan; Flexible Spending Account; transit and parking benefits for D.C. Metro area employees; 403(b) retirement plan; paid vacation and sick leave, and at least ten paid holidays.

The **salary range** for this position is \$70,000 - \$82,000.

How To Apply

Submit a cover letter, resume, and salary requirements attention: David Hutt, Deputy Executive Director for Legal Services. See closing date below for more information on NDRN's dates for reviewing applications.

E-mail to: LegalUnitPosition@ndrn.org (Subject: Disability Advocacy Specialist Position); or

Mail to: 820 First Street, NE, Suite 740, Washington, DC 20002.

No phone calls please.

Closing Date

Candidates will be selected for consideration **on a rolling basis beginning on December 20, 2024, until the position is filled.**

No application will be considered after December 31, 2024 unless the closing date is extended.

Candidates selected for an interview will be required to submit a writing sample.

Reasonable Accommodations

NDRN provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application or hiring process, please notify us at hr@ndrn.org.

NDRN is an equal opportunity/affirmative action employer, and we prohibit discrimination and harassment of any kind. We value lived experience, celebrate diversity and are committed to creating an inclusive environment for all employees.

Qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, gender identity, disability or protected veteran status.

People from diverse racial and ethnic backgrounds, and people with disabilities are strongly encouraged to apply.