



**National Disability Rights Network**  
**Vocational Rehabilitation and Employment Rights**  
**Training Contract Announcement**

**Request for Applications**

**Three Month Contract**

The National Disability Rights Network (NDRN) in Washington, D.C., is seeking a contractor **experienced in Vocational Rehabilitation Services laws under Title I of the Rehabilitation Act of 1973, including applicable regulations, case law and processes; and in employment rights under various federal laws to create training and technical resource written materials.** This will be a three-month independent contract to support NDRN's work to support attorneys and advocates at the 57 Client Assistance Programs (CAPs). The contractor will assist NDRN by developing written products, webinars and training sessions, and training materials.

**The contract would commence by no later than September 30, 2024 and conclude by no later than December 31, 2024.** The position can be performed virtually within the United States.

Application deadline is **September 16th by 11:59pm ET.**

**Who We Are:**

**NDRN** is the nonprofit membership association 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, and has a unique authority to conduct monitoring and investigations where services and supports are

provided to people with disabilities.

NDRN provides training, technical assistance, and support to the P&A agencies, which are located in every state, U.S. territory, and for a consortium of indigenous tribes. 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.

**Contract Activities and Deliverables will Include:**

Under a federal grant, NDRN has plans to expand our work to support CAP programs with their individual and systemic advocacy for individuals with disabilities. The contractor will be responsible for advancing the work of NDRN's grant with our federal funder to include, but not limited to:

- Develop two Technical Resource Documents on Artificial Intelligence Concerns for Workers with Disabilities, Alternative Dispute Resolution Options, and/or another selected topic agreed to with NDRN.
- Develop and carry out a webinar available for all 57 CAPs on a CAP/VR related topic to be agreed to with NDRN.
- Author summaries of court decisions related to employment and disability related issues.
- Create up to three written resources on individual/systemic advocacy, outreach to unserved/underserved communities, and/or strategic planning and resource management. The exact number of resources will be dependent on the other materials and activities completed under the contract.
- Support with the development of a regional virtual training by creating training materials and assisting with planning the overall training.

**Specific deliverables and deadlines will be determined with the selected contractor prior to execution of the contract.**

### **Required Contractor Qualifications:**

- A law degree from an accredited law school.
- In-depth knowledge of Title I of the Rehabilitation Act of 1973, as amended, and its implementing regulations.
- Understanding of the employment rights for people with disabilities under Title I of the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act.
- Knowledge of issues and concerns related to the disability community, disability rights, vocational rehabilitation systems, and the employment of persons with disabilities.
- Experience developing both written resources and training materials related to vocational rehabilitation law, employment law, transition services, or related topics involving the legal rights of persons with disabilities seeking training and employment.
- Ability to research and analyze policy issues and legislation involving people with disabilities, including legal research.
- Demonstrated interpersonal skills including, but not limited to, sensitivity to other people and the ability to work effectively both individually and as part of a training team.
- Demonstrated administrative skills and familiarity with Microsoft Office programs (Outlook, Word, Access, Excel, and PowerPoint), and Westlaw

### **Preferred Qualifications:**

- Experience working with a Client Assistance Program (CAP) or Protection and Advocacy (P&A) organization.
- Experience conducting training to disability rights attorney and advocates.
- Knowledge of the Client Assistance Program.
- Direct advocacy or representation of persons with disabilities to obtain vocational rehabilitation services.

- Licensed attorney in good standing in a least one state.

**This is a three (3) month contract with a total compensation of up to \$20,000, paid monthly.** The person selected for the contract will be an independent contractor, will NOT be an employee of NDRN, and as such NDRN will provide no other benefits or compensation.

### **How to Apply:**

**Submit the following to Dan Stewart, Managing Attorney, NDRN, via e-mail to [dan.stewart@ndrn.org](mailto:dan.stewart@ndrn.org) with the Subject Line: VR/CAP training contract**

- A letter explaining how you meet the requirements listed in this announcement;
- A current resume;
- A writing sample which addresses a disability rights issue, preferably on vocational rehabilitation or an employment rights matter.

**Closing date: September 16, 2024 at 11:59pm ET as indicated by the receipt date received.**

A meeting may be requested of applicants prior to final selection.

### **Reasonable Accommodations:**

NDRN provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation to submit your application for consideration for the contract, please notify us.

**NDRN is an equal opportunity/affirmative action organization**, and we prohibit discrimination and harassment of any kind. We celebrate diversity and are committed to creating an inclusive environment for all staff, contractors, interns, and volunteers. Qualified applicants will receive consideration for the contract without regard to age, race, color, religion, sex, national origin, sexual orientation, gender identity, disability or protected veteran status.

