

Sarah L. Baebler

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OBJECTIVE

Vocational Rehabilitation Counselor with over fifteen years of dedicated service, fostering inclusive and equitable workplaces for both clients and staff. Driven by a strong passion for diversity, equity, and inclusion, I am eager to leverage my skills to support the success and well-being of clients and colleagues managing programs and assisting employees reach their potential.

EDUCATION

Master of Science Degree, Texas Tech University, May 2025
Clinical Rehabilitation Counseling

Graduate Certificate, Grand View University, December 2024
Graduate Certificate - Diversity, Equity, and Inclusion (DEI)

Bachelor's of Science Degree Edgewood College, December 2016
Major: Education Minor: Special Education
Accomplishments: Edgewood Dominican Justice Award

EXPERIENCE

State of Iowa (Vocational Rehabilitation) March 2018 - Present

Vocational Rehabilitation Counselor – VR Team

- Liaison for relationships between service providers/employers, schools, and clients
- Chair of the Disability Access Committee (DAC) for the Southwest employment network
- Creates policies and procedures as a member of the Internal Process, Employee Recognition, Youth Planning, and Client/Staff Safety Committees
- Manages screening for eligibility and plan processes for applicants
- Establishes and coordinates services and training for youth and adults for training programs, college prep, transitions services, and vocational goals for each client's specific needs
- Stays current on technology, services, and products
- Presents at conventions and workshops
- Coordinates services between core providers and vendors
- Facilitating DEI related training program as a subject matter expert
- Monitors and analysis program progress and plan outcomes
- Reports and monitors effectiveness of services
- Partners with Workforce to conduct employment training and opportunities
- Ensures compliance and ethical standards
- Conducts informational and educational seminars
- Provides counseling to clients with disabilities to gain and/or maintain employment
- Assists in training and onboarding of new staff

Vocational Rehabilitation Teacher/Careers Instructor – Education and Training Team

- Participated in the hiring panel for staff interviews
- Managed client case load and confidential files
- Planned youth weekend retreats, summer program, and group trainings
- Prepared, organized, and implemented daily activities and lessons for clients
- Created curriculums and developed status reports on clients' progress
- Worked with clients on vocational workplace readiness skills
- Educated and supported families, school districts, and advocated for clients during Individual Education Plans (IEP)

Blind Industries and Services of Maryland

June 2013 – March 2018

Youth Service Manager and Independent Living Instructor

- Hired, supervised, and evaluated program staff members
- Prepared and maintained yearly budgets
- Developed weekend retreats and programs
- Addressed grievances and complaints from parents, clients, and staff
- Provided a safe and effective work environment for employees and clients
- Actively recruited and developed staff positions
- Monitored programs and client progress/outcomes
- Led blindness/low vision philosophy seminars
- Evaluated monthly status reports
- Designed development programs and training for staff
- Led team meetings with staff for regular individual and team progress
- Developed employee progress monitoring and oversaw disciplinary action
- Created workflow for staff and provided advice and counseling for work tasks
- Monitored staff attendance and timesheets
- Organized day-to-day operations
- Organized recreational activities
- Worked with colleges for a smooth transition for college students

Bonner Leadership (AmeriCorps) Edgewood College

August 2011- May 2013

Bonner Leader – St Vincent De Paul Pantry and Services

- Led and supervised a team of volunteers
- Met regularly with volunteers to discuss program values and goals
- Tracked participant volunteer hours
- Assisted in planning workshops

Edgewood College, Madison, WI

September 2011- May 2013

Online Accessibility Tester/Disability Advocate

- Reported online course accessibility issues
- Assisted with disability case file management
- Assisted in advocating needs for students with a variety of disabilities