

## Matthew R. Putts, PhD, LPC, LRC, NCC, CRC, CLCP, IPEC, CVE

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### Profile

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- Rehabilitation Needs
- Vocational Evaluation
- Labor Market Analysis
- Employability Assessments
- Employment Accommodations
- Job Search Activities
- Life Care Plans
- Wage Data Knowledge
- National/State Wage Research
- Vocational Rehabilitation
- Assistive Technologies
- Career Counseling
- Test Administration and Analysis
- Clinical Rehabilitation Counseling

### Experience:

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- Kincaid Wolstein Vocational and Rehabilitation Services, 2023 – present
  - Chief Operating Officer, 2024 – present*
    - Oversee day-to-day operations of the company including forensic experts, administration and customer service, and business development
    - Engage in strategic planning and risk management
    - Ensure delivery of consistent quality service to customer and clients
  - Forensic Rehabilitation Expert, 2023 - present*
    - Provide counseling services including mental health and rehabilitation counseling
    - Compose labor market surveys and job analysis reports
    - Perform transferable skills analyses
    - Conduct vocational evaluations and assessments
    - Coordinate career counseling needs including all aspects of the job search process
    - Assess vocational history, educational history, past earnings, and medical history for vocational reports
    - Counsel consumers in the evaluation, planning, and treatment processes of rehabilitation counseling
    - Conduct diagnostic interviews for career counseling and personal injury cases
    - Research assistive technologies
    - Assess rehabilitation needs
    - Administer and interpret vocational assessments and instruments
- ACCSES New Jersey, 2022 – 2023
  - Vice President of Government Affairs*
    - Coordinated all aspects of government relations for advocacy and trade association with a mission to provide leadership and support to members who advocate for and serve persons with disabilities through community-based programs located throughout New Jersey
    - Provided expert opinions and drafted white papers and position statements on issues impacting vocational rehabilitation services and member organizations
    - Advocated for programs and funding impacting people with disabilities

- Served as liaison between member organizations and government agencies
- Assessed proposed legislation and provided feedback to legislative offices on the anticipated impacts to those served by member organizations.
- Kincaid Wolstein Vocational and Rehabilitation Services, 2020 – 2022
  - Consulting Vocational Counselor and Evaluator*
    - Composed labor market surveys and job analysis reports
    - Performed transferable skills analyses
    - Conducted vocational evaluations and assessments
    - Assessed vocational history, educational history, past earnings, and medical history for vocational reports
    - Conducted diagnostic interviews for career counseling and personal injury cases
    - Researched assistive technologies
    - Assessed rehabilitation needs
    - Administered and interpreted vocational assessments and instruments
- Employment Horizons, Inc., 2016 - 2022
  - Chief Executive Officer*
    - Provided overall management of \$10 million a year nonprofit organization
    - Ensured quality vocational services were provided to more than 450 individuals a year
    - Responsible for corporate and accreditation compliance
    - Engaged in advocacy regarding disability policy, legislative matters, and funding issues
    - Liaison between daily activities of the organization and the board of trustees
    - Planned agency's short-term and long-term business and program strategies
- Employment Horizons, Inc., 2015 - 2016
  - Assistant Executive Director*
    - Provided general agency management and staff supervision
    - Oversaw vocational rehabilitation and supported employment services
    - Responsible for agency grant writing and reporting, outcomes measurement, and advocacy efforts.
- East Carolina University, 2015 - 2015
  - Adjunct Faculty*
    - Taught Occupational Analysis and Career Counseling (dual undergraduate/graduate class)
    - Planned classes and assessed student learning and work
- Fedcap Rehabilitation, 2014 - 2015
  - Assistant Director of Vocational Rehabilitation*
    - Oversaw vocational rehabilitation counselors, field counselors, and veterans initiatives
    - Directed agency-based work center for individuals with significant disabilities
- East Carolina University, 2012 - 2014
  - Doctoral Graduate Assistant*
    - Served as Coordinator and Safety Director of Navigate Counseling Clinic
    - Provided clinical supervision to students pursuing master's degrees in counseling
    - Coordinator and Co-Investigator for Operation Reentry North Carolina: Veteran Resiliency and Reintegration Through Technology funded research
    - Directed agency-based work center for individuals with significant disabilities

- Employment Horizons, Inc., 2007 - 2011
  - Director of Commercial Services, 2010 – 2011*
  - Assistant Director of Commercial Services, 2009 – 2010*
  - Vocational Counselor, 2009 – 2009*
  - Employment Services Specialist, 2007 - 2009*

## Education

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- East Carolina University
  - Doctor of Philosophy in Rehabilitation Counseling and Administration, 2014
- Rutgers University (formerly the University of Medicine and Dentistry of New Jersey)
  - Master of Science in Rehabilitation Counseling, 2011
- University of Central Missouri
  - Undergraduate Certificate in Spanish for Healthcare Professionals, 2024
- Colgate University
  - Bachelor of Arts in Psychology, 2007

## Affiliations and Credentials

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- Certified Rehabilitation Counselor since September 2011
- Certified Life Care Planner since May 2020
- International Psychometric Evaluation Certification since January 2021
- Certified Vocational Evaluation Specialist since January 2021
- New Jersey Licensed Rehabilitation Counselor since September 2022 (NJ LRC: 37RT00888600)
- New Jersey Licensed Professional Counselor since May 2023 (NJ LPC: 37PC00955300)
- National Certified Counselor since June 2023
- Disaster Mental Health Counselor – American Red Cross since July 2023
- Member of American Board of Vocational Experts
  - Director-at-Large since April 2023
- Board Member and Executive Committee Member of Workforce Development Board of Northwest New Jersey since July 2020
  - Vice Chair since June 2023
- Executive Committee (Board Member) of ACCSES New Jersey April 2020 - December 2021
  - Chairperson January 2021 through December 2021
- Member of Rutgers University Rehabilitation Council Advisory Committee for the Department of Psychiatric Rehabilitation and Counseling Professions since July 2019
- Chair of Workforce Development Board of Northwest New Jersey Disability Committee since 2018
- Member of Morris Area Paratransit System (MAPS) Citizen Advisory Committee, 2015-2021

## Public Testimony

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- United States House of Representatives Committee on Education and Labor. Joint hearing of the Subcommittee on Workforce Protections and the Subcommittee on Civil Rights and Human Services. *Phasing Out Subminimum Wages: Supporting the Transition to Competitive Integrated Employment for Workers with Disabilities*. July, 2021.
- New Jersey Legislative Manufacturing Caucus. *Projected Impacts of \$15 Minimum Wage on Community Rehabilitation Manufacturing Programs*. February, 2018.

## Presentations and Research

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- Conference Presentation at American Board of Vocational Experts annual conference: March 2024
  - Vocational evaluation of professional football players
- Invited Panel Discussion for Colgate University: March 2024
  - Careers in Mental Health & Psychological Services
- Continuing Legal Education presentation for the New York State Academy of Trial Lawyers: November 2023
  - Calculating the Costs of Catastrophic Injuries presented with Daniel Wolstein, PhD and Kristin Kucsma, MA
- Continuing Legal Education presentation for the Florida Bar: August 2023
  - The Intersection of Vocational Experts and Life Care Planners in Personal Injury and Medical Malpractice Cases presented with Daniel Wolstein, PhD and Christopher Skerritt, MS
- Conference Presentation at American Board of Vocational Experts annual conference: March 2023
  - Disability policy and legislation updates and trends
- Conference Presentation at American Board of Vocational Experts annual conference: March 2022
  - Disability policy and legislation updates and trends
- Invited lecture on behalf of the Morris/Sussex/Warren Workforce Development Board and the Newark Regional Business Partnership. Webinar. *Hidden Disabilities in the Workplace*: October 2021.
- Invited Contributor. Audio Podcast. *The Autism Employment Gap*: March 2021
- Class Lecture at Rutgers University, Department of Psychiatric Rehabilitation and Counseling Professions:
  - January 2019, January 2020, March 2021, April 2023, November 2023, April 2024
- Class Lecture at Colgate University, Department of Psychology: October 2019
- Lecture for Colgate University Career Services: October 2019
- Panel Presentation for Morris County Chamber of Commerce: April 2018
- Poster presentation at National Council on Rehabilitation Education Conference: March 2014
  - Flipping the classroom to teach counseling ethics

- Conference Presentation at Jean Mills Health Symposium: February 2014
  - Using mobile clinics to address health disparities: Operation Reentry North Carolina
- Class Lecture at Virginia Commonwealth University, Department of Rehabilitation Counseling: February 2014
- Published in *Journal of Counseling and Development* (January 2014 issue)
  - Recognizing trauma and posttraumatic stress disorder symptoms in individuals with psychotic disorders.
- Poster Presentation at National Council on Rehabilitation Education conference: November 2013
  - Navigate Counseling Clinic: A Services Learning Model for Rehabilitation Counselor Development.
- Conference Presentation at North Carolina Vocational Evaluation & Work Adjustment Association and North Carolina Vocational Evaluation and Career Assessment Professionals joint annual conference: October 2013
  - Identifying Posttraumatic Stress Disorder in Individuals with Psychotic Disorders
- Published book chapter in *A Counselor's Guide to Career Assessment Instruments, 6<sup>th</sup> ed.:* (2013)
  - Life Centered Education Competency Rating Scale and Competency Assessment Batteries.
- Class Lecture at East Carolina University, Department of Occupational Therapy: April 2013
- Co-investigator. *Operation reentry North Carolina: Veteran resiliency and reintegration through technology.* Award of \$828,596 from the Substance Abuse and Mental Health Services Administration.
- Class Lectures at East Carolina University, Department of Addictions and Rehabilitation Studies:
  - October 2012, July 2012, March 2012
- Co-Investigator. *Re-entry with Recovery: Supporting Veteran Recovery from Substance Abuse.* Operation Re-entry North Carolina. US Army Medical Research and Materiel Command. \$89,800 award.
- Published in *Schizophrenia Research* working under Weili Lu, PhD: 2011
  - Post-traumatic reactions to psychosis in people with multiple psychotic episodes

#### Additional

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- New York University Silver School of Social Work – Post-Master's Certificate in Advanced Assessment and Diagnosis: October 2021
- Distinguished Alumnus Award – Rutgers University Alumni Association: May 2021  
Award presented annually by the Alumni Association to a graduate of Rutgers School of Health Professions who has made significant contributions to healthcare, education, research, or the community.
- Exemplary Nonprofit Leader (Revenue Exceeding \$1 Million): April 2019  
Award presented annually by the Morris County Chamber of Commerce.

- Courses Assisted:
  - REHB 6050- Ethical & Legal Aspects in Substance Abuse & Rehabilitation Counseling
  - REHB 4000- Interviewing Techniques for Health and Rehabilitation Settings
- Invited Reviewer (2014). Reviewed two articles for the *Journal of Rehabilitation*
- Operation Reentry North Carolina Doctoral Research Fellowship awarded for the 2013-2014 academic year for research on increasing veteran treatment participation rates for substance use disorders, traumatic brain injury, and mental illness
- Invited Reviewer (2013). Reviewed article for *Journal of Rehabilitation*
- Invited Reviewer (2012). Reviewed one manuscript for the *Vocational Evaluation and Career Assessment Journal*.
- Academic Achievement Award- MS in Rehabilitation Counseling: May 2011  
Award presented for superior academic achievement during the completion of the Master of Science in Rehabilitation Counseling degree