

**Foundations
for Vocational
Success**

Series 1

Eleversity
NEXT-LEVEL WORKFORCE EDUCATION

Innovations in Employment Supports

1



What is a Vocational Support Professional?

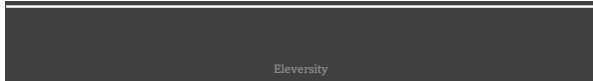
Your group is preparing to make a presentation to a group of businesspeople about what you do, how will you describe the **purpose of** your position.
[describe 3 purposes]

Eleversity

2



Vocational Support Professional
Purpose and Expectations



3

Vocational Support Professional

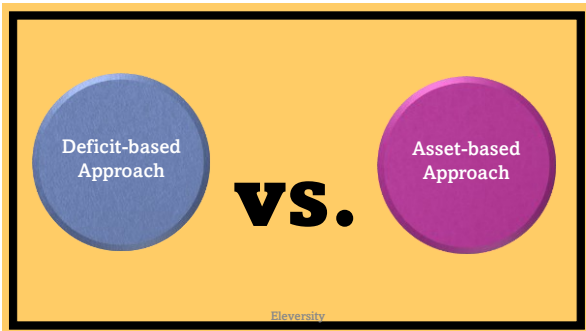
Definition: A vocational support professional provides specialized on-site training to employees with disabilities. May be assigned a wide variety of duties and functions, but there are two clear areas of responsibility:

- Assist the person to learn to perform the job tasks accurately, efficiently, and safely.
- Assist the person to integrate/acclimate into the work environment and culture.

AKA:
Job Coach
DSP
Trainer
Coach
Employment Specialist
Vocational Specialist
Vocational Consultant
ETC...

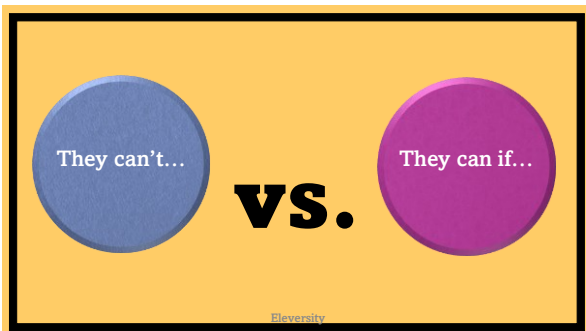
Eleversity

4



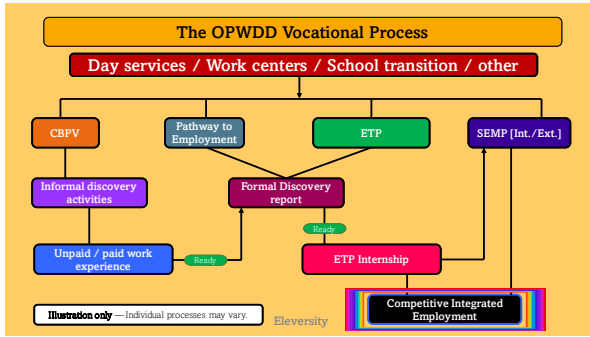
Eleversity

5

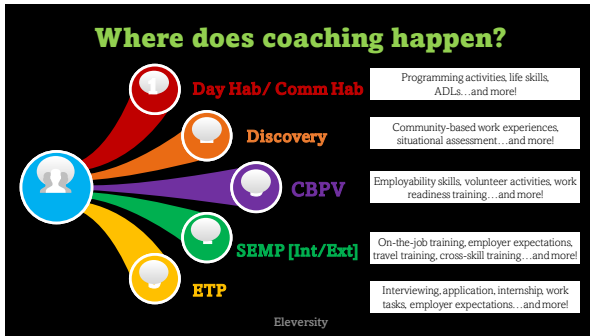


Eleversity

6



7



8



9

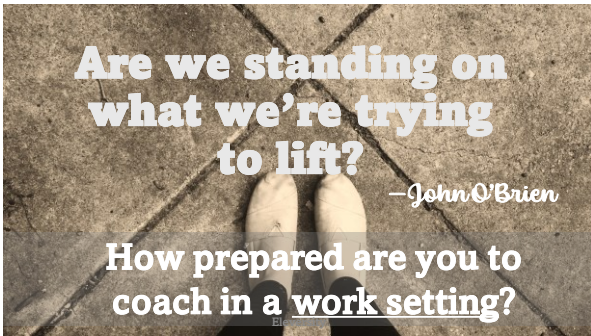


Vocational Support Professional

Professionalism in a Work Setting



10



11

Breakout Exercise

Groups 1 & 2	Groups 3 & 4
You have been assigned to coach a new placement.	You have been assigned to coach a new placement.
What do you need to know about the <u>new employee</u> ?	What do you need to know about the <u>business</u> ?
vs.	vs.
What do you typically know?	What do you typically know?

Elevesity

12

What do You Need to Know **BEFORE** you begin?

The New Employee

- The job seeker! (have you met and spent time together?)
- Discovery report findings
 - Situational assessment results
 - Transportation needs
 - Functional limitations
 - Learning preferences
- Job function support needs & accommodations (bridge the knowing-doing gap)
- Anything the job requires [i.e., uniform, lunch, a watch, etc.]
- Coaching plan



Eleversity

13



What do You Need to Know **BEFORE** you begin?

The Business

- **Contact person** — Direct supervisor, chain of command
 - The business understand the function of VSP
 - Preferred communication methods and frequency
- **A site observation/job analysis has been completed** [duties, tasks, general requirements, job description, work culture considerations, what success will look like]

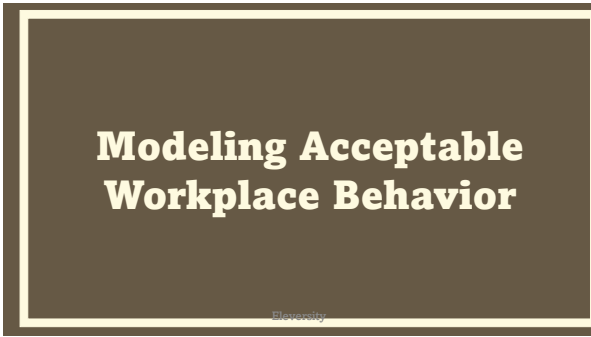
Eleversity

14



Eleversity

15

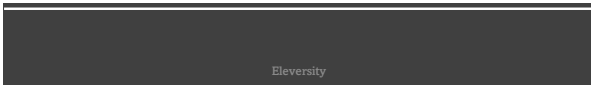


16



Vocational Support Professional

Understanding Vocational Implications of Disability



17



18



Functional Limitation vs. Lack of skill	<ul style="list-style-type: none"> • Determine the root of the issue • What can be controlled? • How can we provide support?
---	---

Elevesity

19

Scenario: It is Sam's first day volunteering in a busy work setting. He seems to be distracted from his tasks and frequently socializes.

Sam has functional limitations related to self-direction and attention.

True

False

Unsure

Elevesity

20

Scenario: Martha cries and calls the coach names whenever the coach gives feedback with correction.

Martha has a functional limitation related to interpersonal skills and social/emotional regulation.

True

False

Unsure

Elevesity

21

Scenario: Gene has been in day services for 10 years. He wants a job stocking but can't lift boxes over 15 lbs.

Gene has a functional limitation related to his work tolerance and should find a different job.

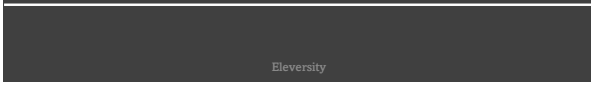
True **False** **Unsure**

Eleversity

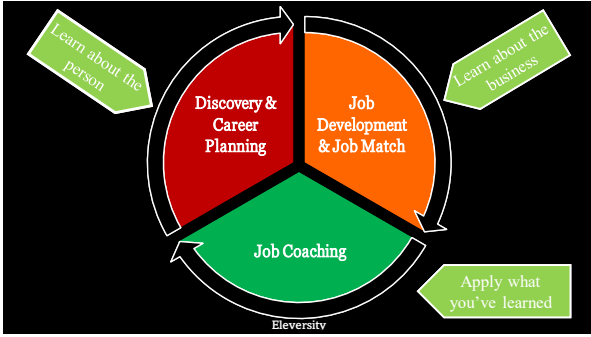
22



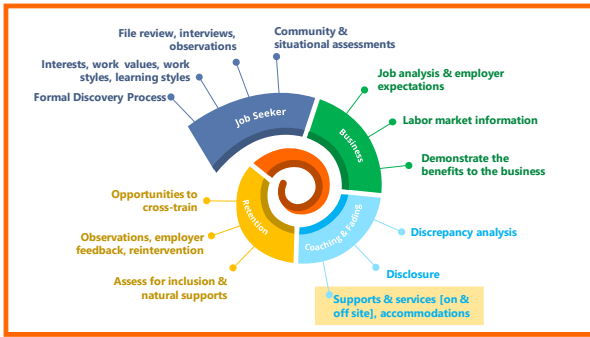
Vocational Support Professional
Tools You Need



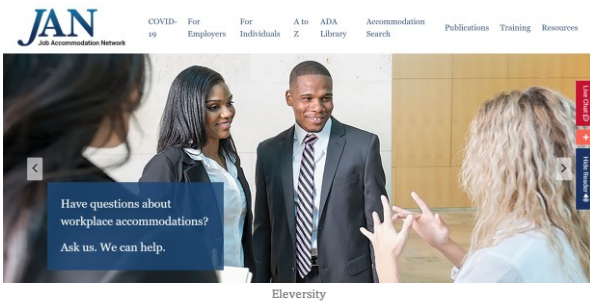
23



24



25



26

Breakout — Finding supports using askjan.org
Pages 11-13 in Manual

<p>Group 1 — Autism</p> <ol style="list-style-type: none"> 1. Managing time 2. Stress tolerance 	<p>Group 2 — Intellectual Impairment</p> <ol style="list-style-type: none"> 1. Limited reading ability 2. Limited memory and recall for directions
<p>Group 3 — Auditory Processing Disorder</p> <ol style="list-style-type: none"> 1. Attentiveness/concentration 2. Takes longer to learn new things 	<p>Group 4 — Cerebral Palsy</p> <ol style="list-style-type: none"> 1. Walking long distances 2. Difficulty typing

Elevesity

27



Vocational Support Professional

Supporting Employment — The beginning



28

They got the job, now what?
Planning for a new job

IN THE BEGINNING

- Calming the new employee jitters
- Dealing with change
- Understanding workplace culture
- Meeting new people
- Satisfying employer expectations

Denise Bissonnette, 30 Ways to Shine as New Employee
Eleversity



29




Plan for Day 1 — Week 1
Does the employee:

- Need support to get up and/or ready for work?
- Have a uniform? Who will help ensure it is clean for work?
- Need to pack a meal/snack?
- Need money for food or travel?
- Have weather appropriate clothes?
- Have reliable transportation?
- Other?

Eleversity

30

Contact Us



(585) 340-2051 info@eleversity.org

Eleversity
