

Foundations for Vocational Success

Series 1

Innovations in Employment Supports



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What is an Employment 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]

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Employment Support Professional

Purpose and Expectations



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Employment Support Professional

Definition: An employment 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...



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VS.



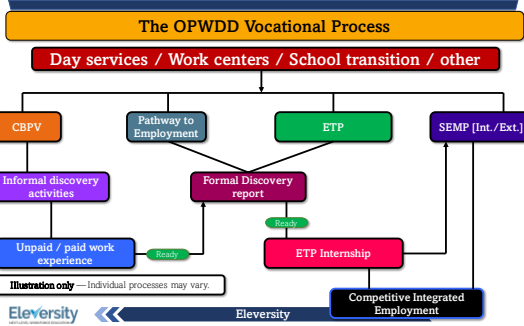
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VS.

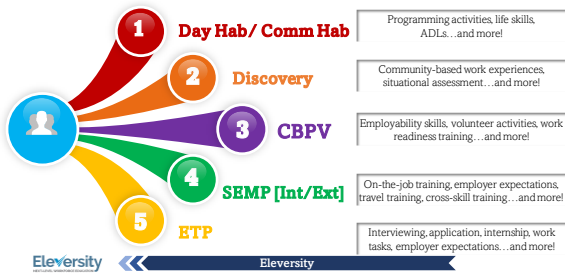


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Where does coaching happen?



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I Pledge...



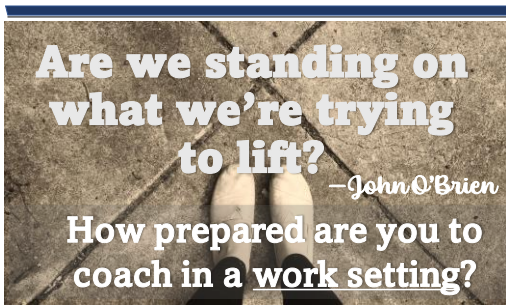
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Employment Support Professional

Professionalism in a Work Setting



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Breakout Exercise

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



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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



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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]



Before you start anything, learn how to finish it.

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Competence at the Worksite

Demonstrate that you know what you're doing



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WHAT TO WEAR
Casual Business Casual Formal

NO SMOKING EATING OR DRINKING

Acceptable workplace language

NO PERSONAL CELL PHONE USE ALLOWED WHILE WORKING

OSHA's 2018 Top 10 Most Frequently Cited Violations

Code of Conduct

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Understanding Vocational Implications of Disability

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Functional Limitations

- Mobility
- Communication
- Self-care
- Self direction
- Interpersonal skills
- Work tolerance
- Work skills

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Functional Limitation • Determine the root of the issue
 vs. • What can be controlled?
Lack of skill • How can we provide support?



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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



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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



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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.



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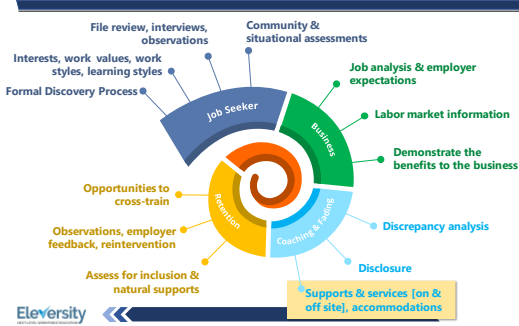
Tools You Need



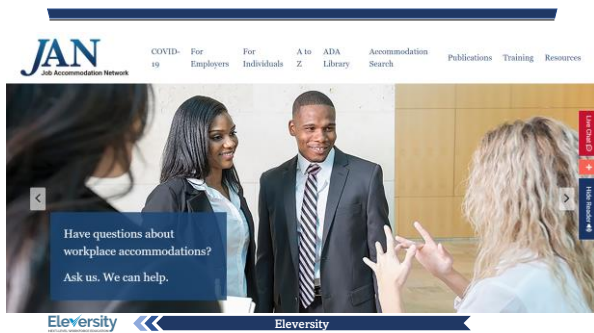
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Breakout — Finding supports using askjan.org
Pages 11-13 in Manual

<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

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Supporting Employment — The beginning

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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



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Plan for Day 1 — Week 1

Does the employee:

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



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Contact Us



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