

Transition, Employment and All the Rest: Creating a Road Map for Effective Transition

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Can you imagine...planning a trip without using a roadmap to get you there?

To plan your trip, we will review:

- How to prepare for the biggest change: *entitlement vs. eligibility*
- Common issues related to ineffective transition planning and implementation - *it helps to know what to avoid*
- The basics of community resource mapping
- How to determine how your particular role fits into the “big picture”

Transition: a backwards process... that must start with the **outcome**. Outcomes may include (but are not limited to): employment, vocational education, post secondary education, independent living, and/or community participation.

Common Issues

- The young adult has not:
 - identified his/her own strengths, talents, interests, or preferences
 - expressed personal career interest areas
 - identified accommodations needed for successful employment and/or post-secondary education
 - participated in the decision-making about his/her career potential.

More Common Issues

- The young adult:
 - has limited or no hands-on exploration experiences related to his/her career interest areas.
 - has no work experiences (paid or unpaid).
 - believes “things will be different” after high school – and doesn’t think that supports will be necessary.

Consider Developing a Positive Personal Profile

Document interests, talents, learning styles and preferences, dreams and goals, challenges and solutions, temperament and positive personality traits, interests and values, life/work/volunteer experiences, support system

Career Dreams

How do we become aware of the world outside our own immediate experience?
EXPOSURE. Exposure **LEADS** to Interest • Interest **FUELS** Motivation • Motivation **LEADS** to Action

Tips for Exposure

Snag-a-Job - Career exposure at the community level

- Log onto: www.snagajob.com
- Click on "job search"
- Enter your zip code
- Click "search"

Career Videos - Global career exposure

- Log onto: www.acinet.org
- Click on "Videos"
- Watch what people do...either by industry or by occupation or abilities

Use a Career Development Checklist to Prepare and Document the Journey:

- Identification of career interest area(s)
- Awareness
- Exploration (action) activities
- Job readiness preparation checklist
- Interview preparation

Community Resource Mapping: A Strategy to Connect & Coordinate Transition Efforts

(Who do we know...who do we NEED to know?)

- Gain valuable information
- Creates structure and organization
- Builds relationships & partnerships
- Works across categorical labels
- Allows for informed decision making

Connect the Dots

Step 1 – Consider what is needed

- Apprenticeship
- Assistive technology
- Career awareness
- Continuing and adult education programs
- Daily living skills
- Housing
- Internships and job shadowing
- Mental health services
- Mentors & Role Models
- OT/PT/speech
- Parenting classes
- Post secondary CTE programs
- Recreation
- SSA Benefits Planning
- Self-advocacy skills
- Transportation
- Vocational Training
- Volunteer experiences
- Work experiences (paid & unpaid)

Connect the Dots

Step 2 – Consider your Community

- ADA Information Center
- Boys & Girls Clubs
- Children & Family Services
- Center for Independent Living
- Community Colleges
- Community Rehabilitation Programs
- Developmental Disabilities Administration
- Department of Juvenile Justice
- Extended families
- Faith-based organizations
- Health and Human Services
- High school Transition Support Teachers
- Job Corp
- One Stops
- TANF
- Universities
- Vocational Rehabilitation
- YMCA/YWCA

The list is endless

- Consider community agencies that potentially match the supportive services, information and assistance needed for the individual young person and the desired post-school outcome(s).

Family Involvement: The degree to which an individual's family is involved can greatly affect the quality, relevance, and degree of services that are provided and the outcomes associated with activities.

For effective and meaningful transition:

- Create a team
- Work together
- Expand your vision of community resources (and potential resources)
- Assign duties
- Focus on the individual's dreams and goals & **involve** the young person with each step
- Practice informed decision making & choice
- Celebrate efforts

Career Development Checklist

CAREER INTEREST or HOBBY AREA – Identify

AWARENESS – Find 2 jobs and/or companies that match this interest or area

1. _____ 2. _____

<i>Job Requirement</i>	<i>Identified</i>	<i>Not a problem for me!</i>	<i>I can get help from...</i>
Level of formal education/academic skills			
Specialized training and skills (including vocational/technical)			
Physical abilities			
Personality traits needed for success			
Testing requirements or entrance procedures			
Certifications and licenses			

Are most of the job requirements above checked as "not a problem?" If so, go to Page 2 (EXPLORATION). If not, you will need to spend some time determining if and how you can receive the training you will need for this occupation. Now, list at least one (1) place you can get the training you will need to prepare for this career area.

EXPLORATION – Action

Think about any one or all of the following actions. Then DO IT!

<i>Action</i>	<i>Details</i>	<i>Completed</i> (✓)
Visit companies and talk to people working in this field of interest		
Visit places (in person or on the internet) that train and educate people in this field of interest		
Experience an informational interview and/or job shadow related to this field of interest		
Learn more about any tests or other entrance criteria needed related to this career field of interest		
Visit your local One-Stop to learn about the available services for career counseling and job search assistance.		

PREPARATION - Job Readiness: (check all that apply, as needed)

- I will research (and write down) where I can take any classes I need (at my high school, community college, technical school, etc.)
- I have already taken the courses I need.
- I received a passing score on any tests required.
- I have completed community activities that relate to this field of interest.
- I have looked into a work-readiness course.
- I have completed a work-readiness course.
- I am in good physical health.
- I have asked 3 people to be references for me.
- I have completed a resume.
- I have completed a portfolio of skills, talents, etc., (including samples of work, awards, etc.)
- I have examined and identified any accommodations I might need on the job.
- **When I need help, I will ask: _____

EMPLOYMENT - Interview Preparation

Three (3) concrete skills pertaining to this career choice:

1. _____
2. _____
3. _____

Three (3) positive personality traits related to this career choice:

1. _____
2. _____
3. _____

Three (3) interests and/or hobbies related to this career choice:

1. _____
2. _____
3. _____

Possible barriers to employment and potential accommodations to alleviate or lessen each barrier are identified below:

Barrier

Accommodation

- | | |
|----------|-------|
| 1. _____ | _____ |
| 2. _____ | _____ |
| 3. _____ | _____ |

Online Resources for Youth

Job Accommodation Network

www.jan.wvu.edu

This website is a free consulting service designed to increase the employability of people with disabilities by providing individualized worksite accommodations solutions; providing technical assistance regarding the ADA and other disability related legislation; and educating visitors about self-employment options.

The Youth Hood

www.youthhood.org/index.asp

This site is a place for you, your friends, and other teens. It's a welcoming community for all youth and a place where all youth belong. Here you can start thinking about what you want to do with the rest of your life. This Web site was built to help you plan for the future. What will you do after high school? Will you work? Go to college? Live in a place of your own? By using this Web site, you can plan for your future right now!

CareerOneStop – Career Videos

www.acinet.org/acinet/videos.asp?id=27&nodeid=27

Not sure what you want to do? Not sure what real jobs “look” like? Watch videos showing the types of work people do in over 450 different occupations!

Job Seeking Skills for People with Disabilities

www.csun.edu/~sp20558/dis/sh.html

This online handbook is a compilation of information from different sources, designed to provide readers with basic information on setting career goals and looking for work, including special considerations for job seekers with disabilities.

Youth Rules!

www.youthrules.dol.gov

The YouthRules! Web page is a gateway providing quick access to information about Federal and State labor laws that apply to young workers. The web page includes information designed to educate teens, parents, educators and employers about the hours youth can work, the jobs youth can do, and how to prevent workplace injuries.

Entrepreneurship: A Flexible Route to Economic Independence for People with Disabilities

www.dol.gov/odep/pubs/misc/entrepre.htm

This brief publication, from the U.S. Department of Labor, Office of Disability Employment Policy, explores entrepreneurship as an option to employment. It lists a series of resources and technical assistance places providing guidance in this endeavor.

Disability Related Resources – Online

Access Board

www.access-board.gov

The Access Board is an independent Federal agency devoted to the accessibility for people with disabilities. Key responsibilities of the Board include: developing and maintaining accessibility requirements for the built environment, transit vehicles, telecommunications equipment, and for technical assistance and training on these guidelines and standards; enforcing accessibility standards for federally funded facilities.

Centers for Medicare and Medicaid Services (CMS)

www.cms.hhs.gov/default.asp

Formerly the Health Care and Finance Administration (HCFA), the Centers for Medicare and Medicaid Services (CMS) is a federal agency within the US Dept. of Health and Human Services. CMS runs the Medicare program, and State Children's Health Insurance Program (SCHIP) – three national health care programs that benefit over 80 million Americans.

Department of Health and Human Services (DHHS), Office of Civil Rights

www.hhs.gov/ocr/index/html

The DHHS through the Office of Civil Rights promotes and ensures that people have equal access to and opportunity to participate in and receive services in all HHS programs with our facing unlawful discrimination.

Department of Housing and Urban Development (HUD)

www.hud.gov/disabled.html

A website created by HUD for people with disabilities. It contains information from all parts of the HUD website, including general information, federal resources, fair housing laws, and other related information.

Department of Justice (ADA Home Page)

www.usdoj.gov/crt/ada/adahom1.html

The ADA Home Page offers information and technical assistance on the Americans with Disabilities Act. Find information on ADA publications, enforcement, design standards, code certification, mediation, business connections and more.

Department of Transportation

www.fta.dot.gov/ntl/ADA/index

The Federal Transit Administration's website which provides information specifically related to transportation and people with disabilities.

Disability and Business Technical Assistance Center (DBTACs)

www.adata.org/dbtac.html

1-800-949-4232

The National Institute on Disability and Rehabilitation Research (NIDRR) has established 10 regional centers to provide information, training, and technical assistance to employers, people with disabilities, and other entities with responsibilities under the ADA. The centers act as a "one-stop" central and comprehensive resource on ADA issues in employment, public accommodations, and communications. Each center works closely with the local business, disability, governmental, rehabilitation, and other professional networks to provide ADA information and assistance.

Disability Info.gov

www.disabilityinfo.gov

This comprehensive federal website of disability related government resources is the New Freedom Initiative's Online Resource for Americans with Disabilities. Find information on employment, education, housing, transportation, health, income support, technology, community life, and civil rights.

Employer Assistance Referral Network (EARN)

www.earnworks.com

A nationwide, cost free referral and technical assistance service for employers. This is a place to post vacancies and find qualified candidates with disabilities and local service providers.

Equal Employment Opportunity Commission (EEOC) Facts Page

www.eeoc.gov

This site provides information and technical assistance relating to employment and disabilities.

Federal Communications Commission (FCC) – Disability Issues

www.fcc.gov/cgb/dro/

Telecommunications accessibility information such as disability-related headlines, telecommunication relay services, video transcription, closed captioning and more.

Health Resources and Services Administration (HRSA)

www.hrsa.gov/default.html

The Access agency of the US Department of Health and Human Services, HRSA assures that availability of quality health care to low income, uninsured, isolated, vulnerable and special needs populations and meets their unique health care needs.

Job Accommodation Network

www.jan.wvu.edu

1-800-526-7234

The Job Accommodation Network (JAN) is a free consultation service that provides information about job accommodations, the Americans with Disabilities Act (ADA), the employability of people with disabilities.

The National Center on Workforce and Disability for Adults (NCWD/Adult)

www.onestops.info

The NCWD website includes information on policy implementation and practice to help workforce professionals respond to people with disabilities, and to inform policy makers on current issues. The user friendly site is continually updated and features materials on promising practices and procedures in workforce development.

The National Center on Workforce and Disability for Youth (NCWD/Youth)

www.ncwd-youth.info

The NCWD-Youth website provides useful information and resources for youth with disabilities and their families, service providers, and others. The content is continually updated and features such materials as information brief on "How Young People Can Benefit from One Stop Centers," frequently asked questions pertinent to specific audiences, materials on promising practices in workforce development.

National Council on Disability (NCD)

www.ncd.gov

The NCD promotes policies, programs, practices and procedures that guarantee equal opportunity for all individuals with disabilities, regardless of the nature of the severity of the disability, and empowers individuals with disabilities to achieve economic self sufficiency, independent living, and inclusion, integration into all aspects of society.

National Institute on Disability Rehabilitation Research (NIDRR) of the Department of Education

www.ed.gov/offices/OSERS/NIDRR

NIDRR provides leadership and support for a comprehensive program of research related to the rehabilitation of individuals with disabilities. All programmatic efforts are aimed at improving the lives of individuals with disabilities from birth through adulthood.

Office of Disability Employment Policy (ODEP)

www.dol.gov/odep

The ODEP mission is to provide leadership to increase employment opportunities for adults and youth with disabilities. ODEP is part of the Department of Labor.

Office of Special Education and Rehabilitation Services (OSERS) of the Department of Education

www.ed.gov/offices/OSERS

OSERS administers programs and projects relating to the provision of free and appropriate public education to all children, youth and adults with disabilities from birth through age 21.

Rehabilitation Services Administration (RSA) of the Department of Education

www.ed.gov/offices/OSERS/RSA

RSA oversees programs that enable individuals with physical or mental disabilities to obtain employment through such supports as counseling, medical care, job training, and other individualized services. For information on Vocational Rehabilitation's State Offices search:

www.ed.gov/offices/OSERS

Social Security Administration (SSA) Online

www.ssa.gov/d&s1.htm

This link provides information on Social Security benefits for people with disabilities.

<http://www.ssa.gov/work/Youth/youth.html>

This link provides information dedicated to youth with disabilities.

<http://www.socialsecurity.gov/work/ServiceProviders/WIPADirectory.html>

This link provides information on Work Incentives Planning and Assistance Organizations, funded by cooperative agreements.

TransCen, Inc

www.transcen.org

Transcen, Inc is a not profit organization dedicated to linking qualified job candidates with disabilities with services designed for all job seekers, which include One Stop Career Centers, Adult Education, community partners, and the business community. TransCen's efforts include establishing collaborative relationships among government, education, private/public organizations, advocacy groups, and businesses to facilitate the development and implementation of model efforts that increase employment outcomes for people with disabilities. Transcen provides customized trainings solutions for organizations and businesses interested in increasing employment outcomes for people with disabilities.

