

An Employment Toolkit for People with Intellectual and Developmental Disabilities

Time to Get Serious

Fill out imporant work preferences so you can communicate to others.

- p 02. Work Logistics
- p 03. Person Environment Fit
- p 04. Work Preferences
- p 05. Summary Sheet
- p 06. Goal Setting





Work Together NC



Work Together NC is a statewide initiative focused on the transition to adulthood for people with intellectual and developmental disabilities (IDD). Visit worktogethernc.com

Your one-stop resource hub for finding resources and services. Create action plans to achieve your goals in the areas of employment, postsecondary education, community living, and more.

Inclusion Works is a North Carolina Department of Health and Human Services (DHHS) initiative to increase Competitive Integrated Employment (CIE) opportunities for people with IDD. Work Together NC and WISE are collaborating with Inclusion Works to implement new processes across the State and expand Supported Employment services. The What's Next Employment Toolkit is being used in the employment assessment process to support individuals with developing their career development plans.

WORK LOGISTICS

What form(s) of transportaion would you use to get to work?



Public bus



Drive myself



Someone else will drive me in a car







Taxi

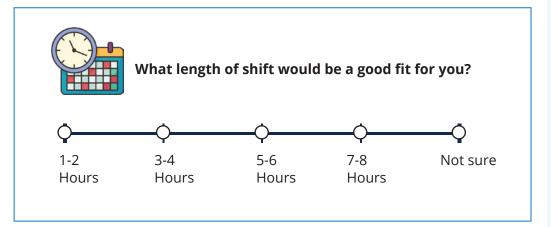


Uber/Lyft





Not Sure





WORK LOGISTICS

Transportation
☐ Public bus
☐ Drive myself
☐ Someone else will drve
me in a car
☐ Paratransit
Subway
☐ Taxi
Uber/ Lyft
☐ Not sure
Other- write here:
NC Counties I am open to looking for work:

Length of shift I can work in a day:

1-2 hours
3-4 hours
□ 5-6 hours

	_	٠		ч	
7-	-8	h	10	u	rs

П	Not	sure
-		J G . C

Number of days a week I can work:

☐ 1-2 days
☐ 3-4 days
☐ 5-6 days

ш	_	Ŭ	aays
	Εν	/e	ryday

	Not	sure
--	-----	------





IDEAL WORK PERSON ENVIRONMENT FIT **ENVIRONMENT** Mark your preferences for what kind of environment you want to work in. Indoor Outdoors A bit of both Indoors A bit of both Outdoors Not sure ☐ Not sure Calm & quiet Busy & loud A bit of both Calm & Quiet A bit of both Busy, may get Not sure ■ Not sure loud ☐ Work alone ☐ Work with others A bit of both Work mostly A bit of both Work mostly Not sure ☐ Not sure alone with other people ☐ Work at home ☐ Work in the community A bit of both Work at home A bit of both Work in the Not sure community ■ Not sure ☐ Work behind the scenes ☐ Work with customers Work mostly A bit of both Work Not sure behind the mostly with A bit of both scenes customers ■ Not sure





WORK PREFERENCES

Mark your preferences for work even if is somewhere in the middle.

WORK PREFERENCES



The same work hours every week

A bit of both

Flexible work

e work Not sure

(ツ)*[*

Same work hours every week

☐ Flexible work hours

A bit of both

☐ Not sure



Similar, routine tasks

A bit of both

Variety, change tasks up often

Not sure

(ツ)*[*¯

Similar, routine tasks

☐ Variety, change tasks up often

A bit of both

Slow paced, environment, I don't like to feel

rushed

☐ Fast paced

high energy

environment, I am

■ Not sure



Slow paced environment, I don't like to feel rushed. A bit of both

Fast paced environment, I am high energy! Not sure

(ツ)_/

A bit of both

☐ Not sure

shift



Sit for most of my shift

A bit of both

Be active, moving most of my shift Not sure

`_(ツ)_/

most of my shift

A bit of both

Sit for most of my

☐ Be active, moving

☐ Not sure





SUMMARY SHEET

Use this sheet to summarize important considerations for finding a workplace that matches your needs and preferences.

Name

Work Logistics (P2)	My Ideal Work Environment (P3)
NC Counties I am open to looking for work:	
Length of shift I can work in a day:	My Work Preferences (P4)
Number of days a week I can work:	
NOTES:	







GOAL SETTING

What is a dream?

Think big! If you could be anything, do anything, what would it be? A "Dream" is whatever an exciting future looks like for you.

What is a goal?

A goal is often related to your dreams, but it is something that you want for yourself that can be accomplished within 6 months.

What is an action step?

An action step is a way that you can break down your goal into something smaller, which can be accomplished within 1 week.

Dream Area is... (Circle One)



HOME LIFE

Goal:



COMMUNITY LIFE



CAREER/ EDUCATION

Action Steps for this goal:

My Dream:

Plan or set a time:



Add Action Steps to your Planner too!



