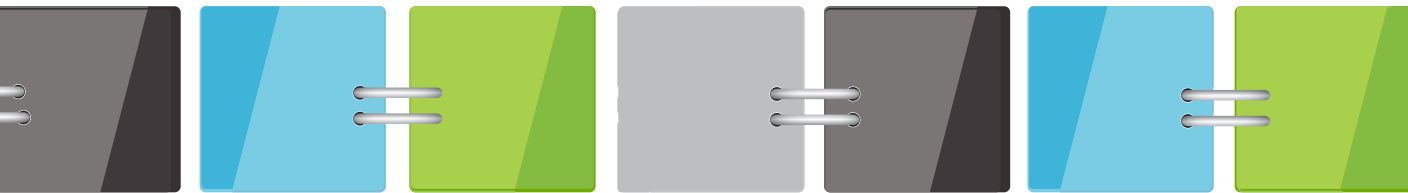


To go to work, contact
your local APD office
or ask your waiver
support coordinator for
more information about
supported employment

What To Expect From Your Job Coach



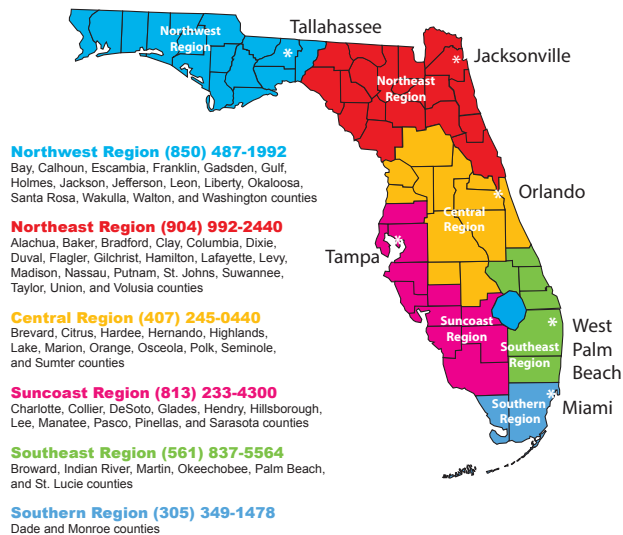
Agency for Persons with Disabilities

1-866-APD-CARES (1-866-273-2273)

www.apdcares.org

APD Job Search Website:

www.apd.myflorida.jobs



What is Supported Employment?

The purpose of supported employment is to provide supports needed for securing competitive employment, which means to work in the community earning minimum wage or higher in the job of your choice. An Agency for Persons with Disabilities (APD) job coach assists people with developmental disabilities to obtain and maintain employment by matching skills and interests. Job coaches use the following methods to find the best job for each person:

- Assessment of skills, talents, and interests through conversation and observation
- Mock interviewing
- Resume development
- Working with employers to create or identify a current job opening to help an individual secure employment

Job Coach Responsibilities

A job coach will schedule an initial meeting to develop a plan for employment. A resume will be developed and a master application prepared to assist in completing job applications. The job coach will then provide practice interview questions and answers and set up mock interviews with employers in the community. Using established business connections, the job coach will search for employment opportunities and assist with coordinating transportation, if needed. The job coach also acts as a liaison with APD to provide updates on your progress throughout the job-search process.

Your job coach will provide contact information for the local Community Work Incentives Coordinator (CWIC), a free benefits counselor, to help maximize earnings while minimizing the potential impact of earnings on governmental benefits.

Your Responsibilities

Active participation in supported employment is critical to your being successfully employed. You can best assist your job coach by being open and realistic about the type of work you are interested in, transportation needs, prior work, and volunteer experiences.

Your job coach is responsible for providing you the tools for success, but it is up to you to use those tools. This includes completing assigned tasks, actively searching and applying for jobs on your own, and practicing your interviewing skills. It is very important to keep all appointments with your job coach and potential employers and to be on time for those meetings.

It is critical to meet with a CWIC to discuss benefits planning. A CWIC will provide information on how to maximize your earnings when receiving governmental benefits.

