

Career Path Program Phases and Descriptions

**Participants may not take part in all phases. The participant, OVR and Career Path Staff will meet intermittently to determine eligibility for each phase.*

Phase One <i>Skills Training</i>	Phase Two <i>Vocational Assessments</i>	Phase Three <i>Job Development</i>	Phase Four <i>Job Coaching</i>	Phase Five <i>Follow Along</i>
↓	↓	↓	↓	↓
(2 months)	(4 months)	(No timetable)	(3 months)	(No timetable)

- *Skills Training* includes activities, seminars, trainings and community work experiences focused on advancing work essential skills (e.g. teamwork, time management, self-advocacy, completing applications, contacting employers, interview skills, conflict management, et cetera). Participants attend the program at the LVCIL every Wednesday, Thursday and Friday from 8:30am to 3:00pm. Occasionally opportunities occur on Mondays or Tuesdays, but these are voluntary and planned in advance. Upon completion of this phase, participants will have a completed resume and a person-centered plan.
- *Vocational Assessments* are planned work experiences in which a participant goes to a work site with a vocational coach and explores a job for a few hours. Towards the end of the Skills Training phase, the participant, Career Path staff and OVR will develop a plan to complete vocational assessments. This plan must be approved by all parties before the vocational assessment can begin. The goal is usually to complete 3 or 4 Vocational Assessments over the span of 4 months, but this can take longer depending on the type of assessments. Vocational Assessments will be scheduled in advance, and staff can and will provide transportation to and from the worksite.
- *Job Development*: After all of the Vocational Assessments are complete, the participant and Career Path staff meet with OVR to discuss the assessments and develop a plan to pursue specific jobs. Once this meeting occurs and if the plan is approved by all parties, staff will work one-on-one with participants to pursue competitive employment opportunities that meet each participant's goals. Typically, a vocational coach will contact a participant at least once every 2 weeks to work on finding a job. There is no standard for the length of time it takes to find a job. It all depends on the participant's goals and the availability of appropriate opportunities in the community.
- *Job Coaching*: Once a job is obtained, Career Path staff will support each participant on the job on an as-needed basis for the first 90 days of employment. For example, a vocational coach may support a person for every minute of his or her first 5 days on the job. However, as each participant learns his or her job and becomes ready to work more independently, the staff will spend less and less time with him or her. Hence, the goal is to become as independent as possible on the job.
- *Follow Along*: Once the 90 days are complete, it is sometimes possible for staff to continue to visit participants on the job a few times a month to ensure success. This service is dependent on procuring funding. This service allows us to maintain contact with a participant and to step in as needed to help with any issues that may arise on the job (e.g. promotions, training, etc.).