The employment journey

Centre for Inclusive Employment

A roadmap for people with disability and families to understand and navigate employment support

1. Start the relationship well

Before support

- Explore employment support funding and eligibility – NDIS or Inclusive Employment Australia
- Learn about employment support providers and their approaches
- Choose a provider

Starting support

- Get to know each other
- Share information and consent
- Understand the person's goals and priorities
- Discuss roles and expectations
- Plan the first steps

2. Build a rich picture

- Build a clearer picture of the person's interests, conditions for success, skills and attributes
- Gather information through conversations, observation, activities or other approaches
- Bring information together to guide future employment planning

3. Explore and secure work

- Explore employment opportunities
- Meet employers and workplaces
- Identify possible tasks or roles
- Match, negotiate or create employment opportunities
- Explore opportunities and make decisions

4. Support success at work

Set up new work for success

- Start employment
- Buid relationships with supervisors and co-workers
- Learn tasks, routines and workplace expectations
- Build skills
- Address early challenges

Ongoing growth

- Sustain employment
- Build confidence, skills and independence
- Strengthen workplace relationships
- Review and adjust support
- Address challenges, changes, new opportunities
- Plan for future goals and growth

YOU ARE HERE

Questions families and providers can explore together

1. Start the relationship well

- ☐ What funding is available?
- ☐ What supports are available?
- ☐ What will this cost?
- ☐ How does this provider work?
- ☐ What outcomes are they aiming for?
- ☐ What can we expect?
- ☐ Who is involved and why?
- ☐ What are the roles and responsibilities of the person, their family and provider?
- ☐ How will we communicate?
- ☐ What are we trying to achieve?
- ☐ How will decisions be made?

2. Build a rich picture

- ☐ How will information about the person be gathered?
- ☐ Who will be involved?
- ☐ How much time will it take?
- ☐ How will family knowledge be used?
- ☐ How will the person's communication and preferences be understood?
- ☐ How will the information be documented and shared?
- ☐ How will this information guide the next stage of finding work?

3. Explore and secure work

- ☐ How are employers, workplaces or opportunities being selected?
- ☐ What approach is being used to find work?
- ☐ How will employers be engaged?
- ☐ How will the person's interests, skills and needs be considered?
- ☐ How will decisions be made about changing direction if opportunities are not emerging?
- ☐ How will responsibilities and decision making be shared between the person, family and provider?

4. Support success at work

- ☐ How will the person learn the job and workplace expectations?
- ☐ Who will provide training, guidance and support?
- ☐ How will workplace relationships be encouraged?
- ☐ How will concerns be addressed?
- ☐ How are decisions made about support changes?
- ☐ What role will supervisors, co-workers, family and providers play?
- ☐ How will employment, support, needs and goals be reviewed?
- ☐ How will decisions be made about reducing, increaseing, changing or maintaining support?
- ☐ How will challenges, changes or concerns be addressed if they arise in the future?
- ☐ How will oppportunities for growth and development be indientified?
- ☐ What happens if the person's goals, interests or circumstances change?