Centre for Inclusive Employment

Conversation Starter:

between jobseeker, supporters, and service

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Dear family members and supporters of the jobseeker

This form is designed to help us to begin to get to know the jobseeker.

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It is designed for you to complete with the jobseeker because you have known them the longest, and you are a valuable source of knowledge about their interests and talents, as well as what works for them and what doesn't.

This form is just a conversation starter – **just the beginning** of the journey to discovering the interests and contributions the jobseeker would like to pursue in meaningful employment. The more we know about the jobseeker, the more likely it is that we will negotiate a meaningful long-term work role that they enjoy and where they know they make a valuable contribution.

As we work with the jobseeker to find meaningful employment, we welcome your ideas and collaboration. Outcomes are better when we work together along with the jobseeker. Please let us know what times and ways of communicating are best for you.

Days/times

Methods of communication (e.g. in person, phone, email)

Another way families can help is to think about their own local networks and possible warm leads for employment for the jobseeker. For many people, their first job is through a family or friend connection.

Please think about any contacts that you might like to share with us to explore.

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Dear jobseeker,

We would like to get to know you well, so we can work with you to find a great job. First, we would like to know about your biggest supporters.

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Who are the people that, other than yourself, know you the best? If you had to pick 3 people who believe in your vision to work, and you trust the most, who would they be? These could be family members, friends, or others you know in the community.

It is helpful if you can ask these people to add to your answers in this form. They may have great ideas to add which can help us get the best job for you.

Tell us about yourself

Interests

What are your favourite ways to spend your time at home and in the community?

What activities and tasks do you do at home and in the community without being asked?

What do you get excited about?

What is important to you to do regularly?

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Lee and his parent, meeting with a professional.



Possibilities

What is something you've wanted to do, but never had the chance?

What type of role/s would you like to explore?

Skills and contributions

What are you good at that could be helpful in a workplace?

What are your gifts, strengths and talents?

What are your best personal qualities?

What skills could you develop with some training?

Conditions for success

What needs to be in place for you to be at your best?

When are you at your best during the day or week?

Where do you prefer to work, e.g. inside or outside? Location? Type of workplace?

Do you like to work on your own?

Or, do you like to work with others?

Things to avoid

What activities, situations or environments do you prefer to avoid?

_____

_____

What types of jobs or areas of work would you definitely NOT want?

_____

_____



Millie showcasing her custom-designed tote bags.

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Alex mowing lawns as part of his work.



Acknowledgement

This resource was created by Community Resource Unit Ltd, a Queensland organisation that works alongside people with disability, families and communities to strengthen inclusion, belonging and opportunities for people to live meaningful lives.

Community Resource Unit Ltd (QLD), is a member of the National Alliance of Capacity Building Organisations (NACBO), alongside Belonging Matters (VIC), Family Advocacy (NSW), Imagine More (ACT), JFA Purple Orange (SA) and Valued Lives (WA).

NACBO brings a unique and critical lens to the national conversation on inclusive employment. Together, the alliance draws on more than eight decades of collective experience supporting families of people with developmental disability, with over 10 years of collaboration as a national alliance. NACBO's work is grounded in long-standing relationships with individuals, families and communities, and focuses on building capacity, shifting mindsets, changing attitudes and supporting inclusive, person-led practices.

** This resource is part of a co-branded Centre for Inclusive Employment and NACBO suite of inclusive employment resources, including a workshop presentation (Family Advocacy), guide, checklist and employment roadmap (Imagine More), family template handout (Community Resource Unit) and written case studies (Belonging Matters).*

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For more information about this resource, please contact

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Community Resource Unit Ltd.

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