



Job Development 101
A Crash Course for Families



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Tips & Strategies for...

- ...helping your son or daughter find opportunities for work-based experiences (WBE), including paid jobs.
- ...collaborating with school and agency professionals to ensure successful WBE and employment outcomes.

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What do you hope to learn during this session?

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What is Job Development?

The art of connecting with employers to find and secure opportunities that match the strengths, interests, and goals of individual career seekers.

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Job Development Components

- Know the career seeker
- Know the people with the opportunities
- Bring them together
- Support everyone

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Know the Career Seeker

Positive Personal Profile (PPP)

- ✓ Strengths and Interests
- ✓ Goals (short and long term)
- ✓ Support Needs

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Components of a PPP

- | | |
|----------------------|--------------------------------|
| ✓ Dreams and Goals | ✓ Interests |
| ✓ Talents | ✓ Positive Personality Trait |
| ✓ Skills & Knowledge | ✓ Temperaments |
| ✓ Learning Styles | ✓ Solutions and Accommodations |

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Components of a PPP

- | | |
|-----------------------------|--|
| ✓ Temperament | ✓ Dislikes, Idiosyncrasies, Pet Peeves |
| ✓ Values | ✓ Support Systems |
| ✓ Environmental Preferences | ✓ Specific Challenges |
| ✓ Work Experiences | |

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What's a work-based experience?

any experience that directly connects an employer with the career seeker



WBE may include...

- ✓ Workplace Tours
- ✓ Informational Interviews
- ✓ Situational Assessments
- ✓ Job Shadowing
- ✓ On-the-job Training (including internships)
- ✓ Volunteer Jobs
- ✓ Service Learning Experiences
- ✓ PAID EMPLOYMENT

Meet Veronica

- What are her strengths, interests, and goals?
- What kinds of WBE/jobs might be well suited for her?
- What supports does she need?

Describe how the Positive Personal Profile can be used

Activity

Identify the type of experience your daughter or son wants.

- Is it a Work-Based Experience or a job?
- Have occupational areas of interests been identified?

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Know people with opportunities

- ✓ Business sections of newspapers
- ✓ Professional groups
- ✓ The internet
- ✓ Your neighborhood office building
- ✓ Personal networks
- ✓ Social and recreational settings
- ✓ Posted Notices
- ✓ Local workforce development centers

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Networking with Employers

- ✓ Make as many contacts as possible!
- ✓ Let EVERYONE know your son or daughter is looking for a certain kind of opportunity!
- ✓ Work your personal network!
- ✓ Turn contacts into prospects; prospects into customers!

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Meet Forecast, Inc.

- Conducting an Informational Interview

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**Make the
RIGHT ASK!**

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Support Everyone

- Ensure workplace supports are in place

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Thank you!

If you have any question, please feel free to
contact us!

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