

EMPLOYMENT PROGRAM



As an Independent Living Program, we are committed to offering assistance to our consumers who are interested in finding employment. Quite often those consumers have been excluded from competitive work settings, or their work has been interrupted or intermittent because of their disabilities. In addition, they may not have been offered the necessary accommodations in order to fulfill the requirements of the position.

We want consumers to have the opportunity to learn all the skills necessary to develop themselves into viable candidates for the job market. We offer consumers assistance with job searches and online applications, and teach employment classes in both hard and soft skills training. At the end of

the employment classes, consumers will have a professional resume, cover letter on a flash drive, and a mock interview on DVD.

Our classes in employment skills are held weekly on Thursdays from 10:00 am to 12:00 noon. Register for either month long series at 719-471-8181 ext. 109.

EMPLOYEE READINESS/JOB SEARCHING

2 hours each section

- Resume/Cover Letter Writing Skills Training
- Dressing for Job Interviews
- Interviewing Skills/ Taped Mock Interviews
- Resume Wrap Up and Review of Taped Interview

EMPLOYEE RETENTION/SUCCESS AT WORK

2 hours each section

- Keeping a Job
- Starting a Job and Meeting
- Supervisor Communication
- Problem Solving in the Workplace

The Employment Program works directly with the Division of Vocational Rehabilitation's consumers, who can receive assessments, job placement assistance, and job coaching as a part of their job training. These services are provided one-on-one with the consumer to meet their particular needs in employment development.