

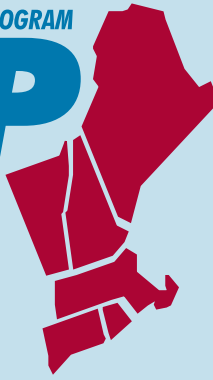
Training for Employment Service Providers

June 2008—September 2008 Calendar

NEW ENGLAND REHABILITATION CONTINUING EDUCATION PROGRAM

NERCEP

A project of the Institute for Community Inclusion at UMass Boston



Two New Trainings in June!

Putting It All Together: Assessment Tools for Employment Outcomes



June 3 & 24, 2008

9 a.m. – 4 p.m., \$100 for the 2 days

(includes continental breakfast and lunch)

Instructors: Judith L. Drew, Ph.D., CRC, LRC

Vicki Ferrara, M.A., Sherlock Center on Disabilities, RI College

Location: Sheraton Airport Hotel, Warwick, RI

12 CRC credit hours available upon completion

This two-day workshop will help service providers apply their skills and knowledge to vocational assessment of their clients. Training will focus on the tools for vocational assessment, the process including standardized and non-standardized assessment, understanding labor market information, goals of career exploration, and identifying resources and supports to enhance and improve options for employability of clients. By completion of this program participants will demonstrate the ability to do the following vocational assessment activities:

- Assess the current interests, ability and skill level of their clients
- Develop viable vocational options and employment goals for clients
- Identify employment opportunities for clients based on their interests, abilities, and labor market access
- Develop the skills to write a professional, timely, and useful vocational assessment report
- Develop a vocational assessment that identifies strengths, potential barriers, as well as resources and supports to increase employability options for clients

Serving Individuals with Autism Spectrum Disorders (ASD): Quality Employment Practices



June 12 & 19, 2008

9:00 a.m. – 4:00 p.m., \$100 for the 2 days

(includes continental breakfast and lunch)

Instructors: Alan Kurtz, M.Ed; and Janine M. Collins,

MTS, MSW; CCIDS, University of Maine

Location: Holiday Inn, Dedham, MA

12 CRC credit hours available upon completion

The fact that someone has a diagnosis of Autism or Asperger's Syndrome tells little about the specific supports needed to find a satisfying job. Instead, employment staff must understand each person's unique characteristics, learning style, and strengths. Persons with ASD need to be given opportunities to demonstrate the skills they offer to employers. This 2-day workshop will explore challenges presented by job seekers with ASD along with practical strategies, accommodations and supports to address barriers and lead to successful job matches. Janine, one of the co-presenters, will add valuable perspective as a person with ASD. There is a week between days 1 and 2 to allow attendees to practice and incorporate the information they have gained. Participants will learn to:

- Describe the characteristics associated with ASD's affecting the types of customized employment supports they will need to provide
- Identify sensory supports and accommodations a person may need on the job
- Identify strategies for reducing anxiety when it is affecting job performance or success
- Identify communication, social, and behavioral supports and accommodations a person may need in an employment setting
- Demonstrate knowledge of the features of good job matches needed to help job seekers with ASD find satisfying employment

This is the final NERCEP training calendar, as this project will come to an end on September 30, 2008. Please be sure to watch for future ICI training offerings. Notices will be sent via the mailing and email lists. If you do not receive these and wish to be added, visit www.nercep.org to enter your contact information. It has been a pleasure providing NERCEP training to all of you!

—From the NERCEP staff

IN-PERSON WORKSHOPS



All workshops are 9 a.m. – 4 p.m. and have a cost of \$35 that includes continental breakfast and lunch unless otherwise noted

Successful Employment Through Collaboration & Communication

July 23, 2008

Instructors: Roberta Hurley, Dartmouth Psychiatric Research Center,
Owner of Southeastern Employment Services, Old Lyme, CT
Ellen Econs, M.H.S.A., MSW, River Valley Services, CT Dept. of
Mental Health and Addiction Services

Location: CT Community Providers Association, Rocky Hill, CT

6 CRC credit hours available upon completion

This workshop will demonstrate how state agencies and community rehabilitation providers (CRP) can work together to affect positive employment outcomes for individuals. The focus of this training will be how to build relationships between providers, state agencies, individuals receiving services and employers that lead to successful placement in the community.

Participants will learn:

- To negotiate with state agencies, CRP's and employers to obtain and maintain the necessary level of support for successful employment of people who are receiving services through the state mental health system and vocational rehabilitation
- To work with employers in the community regarding short-term and long-term support and continuity
- To employ strategies and tools to communicate effectively with state agencies to ensure participants receive appropriate services

Cognitive Functioning and Employment Services for People with Psychiatric Disabilities

August 7, 2008

Instructor: Susan McGurk, PhD, Dartmouth Psychiatric Research Center

Location: Radisson Hotel, Nashua, NH

6 CRC credit hours available upon completion

Many people with mental illnesses also experience impairments in their cognitive abilities that affect their success with competitive employment. This workshop will describe some of the recent relevant research and how employment services can help persons manage or compensate for these cognitive problems in the workplace. Participants will learn to:

- Describe cognitive symptoms of severe mental illness, including onset and course of impairment, prognosis, and description of commonly used cognitive assessments
- Discuss specific cognitive areas that have been shown to impact the ability to attain and retain competitive work
- Understand essential components of "The Thinking Skills for Work Program," which integrates cognitive remediation and supported employment
- Utilize cognitive coping strategies within employment service components such as job matching, job development and support processes.

Serving Individuals who are Deaf or Hard of Hearing: Quality Employment Practices

August 13, 2008

Instructors: Lara Enein-Donovan and Diane Loud, ICI; Mary Ann Bedick, Assumption College

Location: College of the Holy Cross, Hogan Conference Center, Worcester, MA

6 CRC credit hours available upon completion

Employment providers serve customers with a broad range of disabilities and each person has unique skills, abilities and needs. Serving individuals who are Deaf or hard of hearing requires effective communication skills and cultural awareness as well as knowledge about specific accommodations frequently used by these individuals. There are limited opportunities for employment staff to obtain training specific to this population, to ensure that they are providing the best possible vocational services to these customers. This one-day workshop will target primary aspects of quality job development and supports for individuals who are Deaf or hard of hearing. Throughout the day, attendees will hear from various professionals and individuals about their experiences in finding and maintaining jobs. Participants will learn to:

- Incorporate best practices in employment services for individuals who are Deaf or hard of hearing
- Identify and access accommodations and assistive technology
- Recognize community resources to meet all the needs of their job seeker
- Understand and appreciate the Deaf culture and its implications for the job search / job support process

Motivational Interviewing for Supported Employment

September 4, 2008

Instructor: Lisa Mistler, MD, Dartmouth Psychiatric Research Center

Location: ICI, 20 Park Plaza, Boston, MA

6 CRC credit hours available upon completion

This interactive workshop will provide a basic understanding of the spirit, micro-skills, and principles of motivational interviewing (MI). MI has been used with the Supported Employment model to help people with mental illnesses who are ambivalent about employment resolve their ambivalence. Due to the interactive nature of this workshop, participation will be limited to 24 people. Participants will learn to:

- Understand the spirit of MI
- Identify the 5 principles of MI
- Describe the 4 micro-skills (OARS)
- Identify change talk and commitment talk
- Identify and "roll with" counter-change talk (resistance)

Announcing a Self-Employment Forum



Turning Interests Into Investments: Exploring Self-Employment with Your Job Seekers

Date: August 11 & 12, 2008 (Aug. 11 from 1PM – 5 PM & Aug. 12 From 8:30 AM– 4 PM)
Location: Colby College, Diamond Building, Waterville, Maine
Cost /Options: \$165 includes 1.5 days of training; meals (day 1 dinner plus day 2 continental breakfast & lunch); and overnight lodging in Colby dorm room (single occupancy with shared hallway bath)
\$43 for additional overnight stay on Sunday (August 10)
\$125 for 1.5 day forum only (no overnight / no dinner)
10 CRC credit hours available upon completion
Presenters: Nancy Brooks-Lane, Director of Developmental Disability Services and Supports
Doug Crandall, Director of Project Exceed, focusing on self-employment
Nancy and Doug work for Cobb & Douglas Counties Community Services Boards in Georgia.

This day-and-a-half forum helps job developers and agencies learn about self-employment as an option for work for people with disabilities. Hear nationally recognized experts share ideas and stories, and dispel some of the myths and fears about self-employment. A part of this event will explore Maine resources, and share stories about entrepreneurial endeavors both past and present in Maine and other states. Come and realize that self-employment can be a wonderful option for some individuals, and begin to think about the next steps to take as well as resources to tap as you explore this community employment option with job seekers.

Training led by Doug and Nancy focuses on learning as an interactive process using photography, documentary film, humor and story telling. Direct experience of what their organization has found to work and obstacles they had to overcome are presented in hopes of helping others gain from their experience or avoid mistakes. Visit www.start-up-usa.biz for more information.

Participants of this forum will:

- Be able to explain the benefits of self-employment
- Understand the role of market research
- Utilize tools to help individuals with disabilities consider a range of self-employment options including resource ownership
- Practice using a strength-based model to help people explore self-employment options & understand the role of a supports-centered business plan
- Explain ways to plan for and provide long-term supports as defined through person-centered planning
- Hear stories of active and past entrepreneurial endeavors
- Interact with experts who have helped people establish successful business ventures
- Be able to explain funding options and approaches for self-employment including braided funding, ITAs, IDAs, micro-loans and other creative funding
- Know about resources in Maine for assisting people with self-employment

Customized Employment: Getting to Know Your Job Seeker

September 16-17, and October 7, 2008 • 9 a.m. – 4 p.m., \$90 for the 3 days (includes continental breakfast and lunch)

Instructors: Lara Enein-Donovan and Amy Gelb, ICI

Location: Holiday Inn, Taunton, MA • 18 CRC credits available upon completion

Quality job development requires an understanding of the abilities and needs of the job seeker, and finding jobs that fit their interests and strengths. This 3-day training will provide the tools to conduct interest inventories, assessments, and support plans that result in more successful placements in better jobs. This training will also cover specific labor regulations regarding assessments as well as an introduction to job accommodations. Participants will learn to:

- Host a person-centered planning session
- Identify accommodation needs and options
- Discriminate between high-tech, low-tech, and no-tech accommodations
- Conduct a series of career exploration sessions with a job seeker, resulting in a:
 - Job seeker planning tool
 - Disclosure, accommodation, and support plan
 - Resume or portfolio
 - 30-day placement plan

About Our Offerings

NERCEP's trainings aim to enhance services and enable people with disabilities to exercise their right to participate in all aspects of the community. Personal choice, self-determination, and social and economic justice shape all training offerings. NERCEP trainers combine a strong knowledge base with the ability to engage participants and promote critical thinking. Each NERCEP workshop offers:

- A variety of learning formats, including lecture, discussions, online options, and exercises
- Opportunities for open discussion and debate, with respect for a variety of viewpoints
- Quality audiovisual, multimedia, and written materials
- A relaxed, informal environment
- Application of state-of-the-art research to the challenges of today's human service environment
- Staff availability via phone and email for follow-up questions, at no cost

Visit the **NERCEP** website to...

- ✎ Join our mailing list
- ✎ Search the NERCEP Training Calendar to see what's happening in the region
- ✎ Download extra registration forms

www.nercep.org

For more information

About registration:

Drew Glazier
617.287.4337 or
800.720.2396 (voice, toll-free)
andrew.glazier@umb.edu

About NERCEP:

Melanie Jordan
617.287.4327 (voice)
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www.nercep.org

NERCEP Partners

Institute for Community Inclusion at the University of Massachusetts Boston

Center for Community Inclusion and Disability Studies at the University of Maine
The Paul V. Sherlock Center on Disabilities at Rhode Island College

Connecticut Association of Centers of Independent Living

New Hampshire-Dartmouth Psychiatric Research Center

The New England Council

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NERCEP Training Policies

Weather Cancellations

NERCEP staff will determine if weather conditions warrant canceling a training session. To find out, call 617.287.4390 after 6:00 a.m. on the day of the workshop. If a session is cancelled prior to the actual day of the training, every effort will be made to contact participants by telephone and email. Every effort will be made to reschedule the training. If the session is not rescheduled or a participant cannot attend the rescheduled session, all fees will be refunded.

Refunds

Training fees will be refunded for cancellations up to one week prior to the training. After this time fees are non-refundable. Substitutions are allowed; notify NERCEP at least two business days prior to the event. If you must cancel after the refund period, please contact NERCEP so that the trainer will know how many participants to expect.

Scent-Free Policy

In an effort to make our training accessible for everyone, NERCEP has a fragrance-free policy. Anyone who attends a NERCEP-sponsored event is asked to refrain from using fragrances such as perfumes, after-shave lotions, and colognes, and to minimize their use of other strongly scented products such as scented lotions, hair care products, and strongly scented laundry products.

Accommodations

NERCEP makes every effort to ensure that all events are fully accessible. Spaces chosen are accessible, and every effort is made to have accommodations in place for people who request them. Please request accommodations at least three weeks before the event.

Directions to training events will be mailed with your confirmation letter.

WORKSHOP REGISTRATION FORM

Registration and accommodation requests must be received three weeks before the training event.
Please make a copy of this form for each additional attendee.

FACE-TO-FACE WORKSHOPS (\$35 each unless noted)



- ☐ Assessment Tools for Employment Outcomes (\$100—June 3 & 24)
- ☐ Serving Individuals with Autism Spectrum Disorders (\$100—June 12 & 19)
- ☐ Successful Employment Through Collaboration & Communication (July 23)
- ☐ Cognitive Functioning/Emp. for People with Psych. Disabilities (Aug. 7)
- ☐ Serving Individuals who are Deaf or Hard of Hearing (August 13)
- ☐ Motivational Interviewing for Supported Employment (September 4)
- ☐ Getting to Know Your Job Seeker (\$90—September 16-17, & October 7)

SELF-EMPLOYMENT FORUM

Exploring Self-Employment with Job Seekers (August 11-12)

- ☐ \$165—Training plus 8/11 overnight
- ☐ \$43—Additional 8/10 overnight
- ☐ \$125—Training only

ONLINE TUTORIALS (\$25 each)



- ☐ Job Coaching Strategies (July 14— August 29)
- ☐ Employment for People with Psychiatric Disabilities (July 14— August 29)

Name _____

Job Title _____

Agency _____

Address _____

City _____

State/Zip _____

Phone _____ Fax _____

TRAINEE Email _____

Does your agency receive funding from your state vocational rehabilitation agency?

☐ Yes ☐ No ☐ Don't know

☐ Check here if you do **NOT** want your name or contact information on the participant list

☐ Check here if you do **NOT** want to be on the ICI/NERCEP mail/email lists

Accommodation needs, if any
(all requests must be made three weeks prior to training)

Check if needed: ☐ ASL interpreter ☐ CART provider

Dietary restrictions, if any
(all requests must be made three weeks prior to training)

Method of Payment

Total amount enclosed/charged to card: \$ _____

- ☐ Check enclosed (make check payable to ICI/UMass Boston)
- ☐ Charge my Mastercard/Visa (circle one)

Acct. # _____

Expiration date (Month _____ Year _____)

Name on card _____

Send payment and registration form to:

Drew Glazier
ICI/UMass Boston
100 Morrissey Blvd.
Boston, MA 02125



**You can also register online
at www.nercep.org**

Summer Online Tutorials
E-Learning in a more relaxed and leisurely format
Self-paced, flexible and when you want, 24/7!



Two offerings will be available from July through August this summer. Participants will explore engaging content with optional professional development activities. Online materials are geared to people with a broad range of computer experience.

July 14 – August 29 (registration deadline is July 7)

\$25 per tutorial

No CRC credits for summer online tutorials

Give 'Em What They Need: Job Coaching and Teaching Strategies

Instructor: Amy Gelb

For many people with disabilities, job coaching is a key ingredient for their success at work. This tutorial helps employment professionals develop effective support and teaching strategies for consumers. Topics include defining the role of the job coach, systematic instruction, self-maintenance strategies, and respectful job coaching. Participants will learn to:

- Explain the role of the job coach to job seekers, family, employers, and co-workers
- Write a task analysis that is part of a systematic training plan
- Develop a workplace supports plan
- Identify strategies to enhance natural supports
- Create a customized fading plan

Employment for People with Psychiatric Disabilities

Instructor: Diane Loud

While basic job development strategies apply to any person with a disability, some specific issues should be considered when working with people with psychiatric disabilities. Topics include presenting job seekers to employers, transitional employment versus supported competitive employment, evidence-based practices, disclosure, and dealing with substance abuse or criminal histories. Participants will learn to:

- Address behavior challenges and early warning signs
- Assist job seekers with decisions around disclosing psychiatric disability, substance abuse, or criminal history
- Identify key support needs



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