



## Transition Support Services 2019 – 2020

Service	Service Descriptions
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***Transition Support Services: The Transition Support services provide a continuum of vocational training opportunities to students.***

<b><i>Workplace Readiness</i></b>	<p>CAIU Transition Support staff provides pre-vocational activities both in the classroom and in the community through the use of vocational curriculum and employment training at community-based sites. Curriculum will include the development of soft-skills training, interview skills, and job-seeking skills. Transition staff secure pre-vocational tasks, deliver them to classrooms, and provide Support to School Personnel in skills required for student success in task completion. If appropriate, transition staff secures community-based sites and schedules on-site supported opportunities for students. These opportunities are designed to meet the specific needs of the targeted students and allow for flexibility of frequency and duration as determined by the IEP Team. CAIU Transition Support staff conducts authentic assessments in the work environment. The transition staff provides the IEP team with data to help determine students' readiness to progress to a longer work day.</p>
<b><i>Work-Based Learning Experience</i></b>	<p>Designed to support employment skills development, students are placed in work sites for a defined number of sessions determined by the IEP team and are fully supervised by CAIU Job Coaches while on-site. These job sites occur within the community and provide hands-on career exploration as well as authentic assessment of students' vocational skills. Students will be given the opportunity to participate in paid or non-paid training experiences in the community to develop work skills (including communication skills, problem-solving skills, stamina) in order to prepare them for competitive employment. A training plan is developed for each student in order to target identified skills required for student growth toward competitive, integrated employment. Goals are developed, data is collected and progress is monitored throughout the experience and reported to classroom teachers to be used in present level information and determination of post-school transition goals. This service provides job shadowing opportunities as well as job development and assistance with placement for students seeking paid employment in the community. Work Experience professionals and Job Coaches work in collaboration with employers to insure successful employment experiences for students. Students will receive support in all aspects of competitive employment, including support for application completion, acquisition of required work-related documentation, participation in job interviews and travel training, assistance with employer orientation programs. As needed this includes job training and ongoing support for job maintenance. Additionally, IU staff work in collaboration with employers to gather progress monitoring data for use in providing support and consultation to the IEP Team concerning work placement, vocational goals, and transition planning.</p>

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***Job Coaching***

The Job Coach will work closely with teachers and transition coordinators to develop employment opportunities for students. The Job Coach will accompany students into the community for training and support with vocational skills. Students will receive counseling in job search skills for the purpose of informing them of employment and career options. The Job Coach will monitor student performance in a variety of work sites according to program guidelines (e.g. visit job sites, obtain employer evaluations, serve as a liaison between employer and student). The Job Coach will identify areas requiring additional training for developing and maintaining solid work habits.

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***Transition Assessment***

Transition support staff administer assessments to identify strengths, needs, interests and aptitudes of students age 14 years or older. Information is gathered from the student, family and school from the school site. Authentic assessment situations in the community provide information useful in transition planning and IEP development.

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***Transition Programmatic Consultation***

Transition Support professionals are available to support school districts by providing both consultation and guided practice related to: vocational training, IEP development, transition planning, assessment, labor laws, and other topics related to vocational planning for students with disabilities.

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**For additional information, contact Dr. Andrew McCrea, Program Supervisor,  
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