

Suggested Transition Activities for “Employment”

1. Collect information regarding the student’s desired employment and career interests for adult life beyond college and/or postsecondary vocational training.
2. Work towards obtaining a license to become a _____.
3. Meet with adult workers in the career field of _____.
4. Participate in a career awareness program
5. Participate in a community-based career exploration program
6. Explore possible summer employment through the Summer Youth JTPA program
7. Meet with supported employment agencies to identify and evaluate their services
8. Participate in a supported employment job experience
9. Learn about the county one-stop career centers
10. Obtain information and/or apply for youth apprenticeship program
11. Complete the online application for DVR
12. Schedule a visit with the local DVR office to determine eligibility for services
13. Meet with a DVR counselor to develop an Individualized Plan for Employment (IPE)
14. Write a Plan for Achieving Self-Support (PASS) and submit it to Social Security to obtain funding for starting a business
15. Learn more about the voucher for Ticket to Work (for SSI beneficiaries) and interview providers
16. Contact the state Commission for the Blind and Visually Impaired to obtain employment services
17. Register with Employment Services
18. Take the ASVAB
19. Visit the labor organization offices for a local union

20. Practice completing job applications and interviewing skills
21. Obtain a paid job in an area of interest
22. Conduct an informational interview with military branch officers
23. Memorize your Social Security number
24. Attend transition fair or career fair at school and/or in the community
25. Research through O'Net careers, qualifications and specifications, and key words for resume development
26. Obtain a list of providers to DVR who conduct person-centered planning, job development and placement, and job coaching
27. Draft resume, cover letters, and thank you notes for after interviews
28. Meet with a Job Corps counselor
29. Participate in job shadowing
30. Observe job site and develop a task analysis for job activities
31. Purchase clothes for job interviews
32. Meet with armed forces recruiter
33. Exhibit punctuality
34. Understand factors which influence job retention, dismissal, and promotion
35. Respond appropriately to verbal correction from others
36. Maintain a productive work rate
37. Follow directions without complaint
38. Maintain appropriate work habits when supervisor is not present
39. Demonstrate the skills necessary to perform successfully in a job interview
40. Accurately complete a job application
41. Have a variety of successful community-based work experience

42. Participate in chores at home
43. Visit possible employment sites
44. Volunteer in your community
45. Learn how to interview, write resumes, cover letters, and do a job search
46. Get a part-time job in your area of interest
47. Go on informational interviews with employers
48. Learn your strengths and skills
49. Demonstrate good attendance
50. Demonstrates appropriate hygiene and grooming
51. Recognizes the need to eventually support himself/herself
52. Understands how work provides opportunity to develop personal relationships
53. Understands how work contributes to self-confidence
54. Understands how workers contribute to society
55. Understands a paycheck
56. Responds appropriately to authority figures
57. Understands that some jobs do not require further education
58. Understands the relationship between specific jobs and the education required
59. Able to access various resources for assistance in job searching: want ads, employment agencies, on-line resources
60. Demonstrates the necessary interpersonal skills to work with others (good listening skills, good verbal communication skills)
61. Able to locate and complete information for grants, loans, scholarships
62. Able to schedule and follow through on college/tech. school visits