



EMPLOYMENT
PROFESSIONAL
CERTIFICATE
PROGRAM

CLARK COUNTY
2018-2019



Program Logistics

Location

TBD

Introduction

The Employment Professional Certificate Program is a certificate program for employment professionals. These professionals provide employment support to individuals with developmental disabilities and play an integral role in assisting people to become contributing members of their community. This program offers a high quality training program taught by skilled professionals, intended to build on the skills of the participants, offer opportunities for networking with others, and serve as a building block for future leaders in supported employment.

The goals of the program are:

Increase the competence of employment professionals.

Develop a network of future leaders in supported employment.

Provide staff an opportunity for relationship building and networking.

Expand resources for employment professionals to increase their knowledge through predictable systematic training.

Embed supported employment training within the generic community college system.

Expand employment opportunities for people with developmental disabilities.

- » The program will be limited to twenty-four (24) students.
- » The classes will occur each quarter on Friday from 9:00am – 2:00pm.
- » The total program cost is \$2,800.00
- » The program is three sequential quarters:

Fall 2018 (9/28/18 through 12/7/18)

Winter 2019 (1/11/19 through 3/15/19)

Spring 2019 (4/5/19 through 6/7/19)

- » 5 Credits per quarter, credits are transferable, and Clock Hours are an option.

CRITERIA FOR STUDENT SELECTION

- » Student currently works in the field of Supported Employment.
- » Student agrees to attend all three quarters.
- » Agency agrees to cover the cost (\$2,800.00) for all three quarters.
- » Agency agrees to support the student to attend class five hours per week as well as time required for homework assignments.

APPLICATION FOR ADMISSION

- » Student submits payment by September 1, 2018 and registers at www.gowise.org/Wise-Project/highline-college
- » Student will be notified of acceptance into the program and the next steps for registration with Highline College.

The program curriculum is based on the values of power, choice, relationships, competence, status, and health and safety, and will include surveys and focus groups to monitor quality. We are committed to assisting other communities to replicate the success of this project.

The program is offered through Highline College in collaboration with Wise and the Washington State Developmental Disabilities Administration with support from counties and agencies throughout the State.

For more information contact Teri Johnson, Program Coordinator at teri431@comcast.net or 206-251-2420.

HIGHLINE COLLEGE

FALL QUARTER 2018 "FOUNDATIONS OF SUPPORTED EMPLOYMENT"



Instructor:

Wendy Taliaferro

Trillium Employment Services

Wendy has worked in a variety of capacities over many years to move forward the rights and contributions of people with disabilities within their local communities. She worked through the University of Oregon focusing on meaningful employment opportunities for people with more significant support needs, person centered planning, systematic instruction, quality improvement strategies and systems change. Wendy continued this work through a pilot project at Self Determination Resources Inc. (SDRI) which was continued and replicated across the state as the brokerage system. She currently has moved her passion for inclusive meaningful environments to Trillium Employment Services as Program Manager in Clark County Washington.

Wendy has a degree in Psychology and a Masters in Interdisciplinary Studies with a concentration in Organizational Communication.



Instructor:

Dennis Sandow

Dennis was taught to be a scientist-practitioner in 1976 teaching infants with developmental disabilities. Later he started an electronics assembly company employing people whose lives were at risk by being abused in state run institutions. He collaborated with the University of Oregon's Specialized Training Program. Later he joined STP, as research assistant and managed research projects studying the social impacts of supported employment.

Since then, Dennis became a founding research member of the Society for Organizational Learning and has been a student of systems science collaborating with Peter Senge and the Matriztica Institute co-founded by Humberto Maturana and Ximena Davila. Dennis has invented social action research to study, understand, conserve and expand social, biological and financial wellbeing.

Course Content

This course examines the history, values, public policy, individualized planning and positive approaches that have influenced the inclusion of people with developmental disabilities into work and community life.

Course Outline

- » Historical Perspectives
- » Institutionalization and Inclusion
- » Systematic Instruction: Preparing to Teach
- » Systematic Instruction: Teaching
- » Systematic Instruction: Practicum
- » Relationship and Choice
- » Individualized Approaches
- » Service Funding Systems and Policy
- » Positive Approaches in Supporting Behavior

Course Outcomes

1. Demonstrate an understanding of the impact of historical perspective on current professional service provider role.
2. Identify how supported employment services support the benefits outlined in the County Guidelines.
3. Demonstrate ability to use People First Language.
4. Demonstrate knowledge of the value of Task Design in preparation for teaching.
5. Develop and utilize Task Analysis in teaching tasks.
6. Demonstrate knowledge of Systematic Instruction Strategies.
7. Ability to dialogue about the value of self-determination in supporting individuals.
8. Complete a customized Employment Personal Profile for at least one current client.
9. Identify the most significant funding systems issue currently facing the industry.
10. Complete a Functional Assessment of Behavior
11. Develop a Positive Behavior Support Plan in response to Functional Assessment.

HIGHLINE COLLEGE

WINTER QUARTER 2019

“ESSENTIALS TO MARKETING AND JOB DEVELOPMENT”



Instructor:

Debra McLean
Wise
Portland

Debra is passionate about seeing all people obtain employment. She has been intrigued with community building and person centered planning as a way to see individuals with disabilities succeed in jobs that fit them since 1988. She has worked on a number of projects involving people with disabilities and employment. Debra provides training and consultation on employment and person centered planning in Washington and Oregon. She has taught classes on these topics at Portland State University in the Teacher Education Program and for Highline Community College. She has worked with schools, families, agencies, businesses, and individuals, both in the U.S. and in Australia. Debra holds an MS in Rehabilitation Counseling and Deafness.



Teaching Assistant:

Jenny Crook
Wise
Portland

Jenny has experience as a Competitive Integrated Employment Program Manager, an Employment Specialist, and a Job Coach in Oregon. She became a Certified Employment Support Professional through APSE in 2014 and received her BS in Sociology from Portland State University. She enjoys using her training as a Person Centered Planning Facilitator to brainstorm employment possibilities with people. Jenny's interests and strengths are in collaborating with supported employment programs and teams to create and implement best practices. She is passionate about the tenets of Employment First and achieving equitable employment for all people experiencing intellectual and developmental disabilities. When not in the office she enjoys reading dystopian novels, thrift shopping for treasures, cats, and spending time with family.

Course Content

This course will focus on many aspects of developing jobs for people with developmental disabilities in the community. It will include general networking approaches and specific sales strategies. Working with individuals to target specific jobs and then approaching employer on their behalf. Working as a team in a supported employment agency and with residential and family members. Being a good ambassador for the people you are promoting and preparing them for job interviews.

Course Outline

- » Job development strategies
- » Networking and community involvement
- » Customized employment
- » Corporate development
- » Utilizing a team for success
- » Time management
- » Ambassadorship
- » Job analysis and matching
- » Career development
- » Persisting in the process
- » Using personal profiles to direct job development activities
- » Preparation of a portfolio for one client, to be used in presentations to employers.

Course Outcomes

1. Design a customized employment approach
2. Develop a personal profile and/or portfolio
3. Show personal method of maintaining persistence in job development contacts and demonstrate time management.
4. Describe and role play all aspects of ambassadorship
5. Complete job analysis, environmental analysis and job matching worksheets
6. Generate leads on a weekly basis
7. Make corporate presentations of benefits of supported employment.
8. Build a network for job development in your community
9. Demonstrate personal job development script and ability to field difficult questions from employers.
10. Demonstrate knowledge of the job market

HIGHLINE COLLEGE

SPRING QUARTER 2019

"JOB SUPPORT AND RETENTION"



Instructor:
Emily Harris
Wise
Portland

Emily has had the good fortune to be affiliated with people with disabilities throughout her life. She has experience as an employment consultant and as a Positive Behavior Support consultant with individuals, families, and employment agencies both in Oregon and Washington States. Emily is committed to the concept of inclusion and full participation, and knows that employment is critical to equity. Emily is a Certified Employment Professional through APSE, is a primary trainer and the new manager for the Oregon Employment Learning Network, and a Person Centered Planning facilitator. She holds a BS in Arts in Letters with a focus in women studies and English. Emily is interested in creative, innovative, low-tech ways to support people to be independent on their jobs.



Instructor:
Ryan Farrow
Wise
Portland

Ryan has worked as a consultant, job coach, and job developer. His assistive technology background is fueled by an enthusiasm in finding both high-tech and low-tech interventions to support people in their independence both on and off the job. This includes providing technical assistance to help employment specialists in setting up worksite accommodations and building natural supports. He has presented at many assistive technology conferences and trainings where he has offered his knowledge on topics such as video resume creation, assistive mobile apps, and iOS native accessibility features. He has facilitated Apple Accessibility Workshops at Apple stores both in Oregon and Washington, which focus on training individuals supporting people with disabilities. Ryan recently obtained a Certificate in Advanced Professional Development for Assistive Technology Applications from California State University, Northridge. He is passionate about supporting people and programs to be empowered by their potential to build individual and organizational capacity.

Course Content

This course will build skills and offer creative methods of assisting v individuals with developmental disabilities to be successful on their jobs and improve the competence of businesses and coworkers to support and include people with disabilities. The emphasis will be on job support and coaching, developing partnerships with business, creative problem solving, follow along, diminishing external support and fostering natural supports in the workplace.

Course Outline

- » Natural supports
- » Preparing the individual
- » Preparing the business.
- » Review of Systematic Training
- » Orientation and initial training.
- » Developing Support Plans
- » Monitoring and case management
- » Communication and partnership with circle of support
- » Time management
- » Training for independence
- » Diminishing agency/staff supports
- » Proactive assistance and problem resolution
- » Customer follow-along services to business and individual
- » Career advancement
- » Additional job development

Course Outcomes

1. Discuss steps to facilitating job start.
2. Complete job analysis
3. Monitor progress of new employee
4. Monitor progress of natural supports
5. Record results of person-centered plan for job retention.
6. Conduct functional assessment.
7. Develop plan(s) for mediating behavior issue.
8. Monitor progress of behavior plan
9. Customer service surveys conducted by peers.