

Discovery Task-Based Activities and Vocational Themes

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IOWA COMMUNITY OF PRACTICE WEBINAR

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Overview

- IVRS Updated Discovery Documents
- Active & Robust Discovery Activities
- Developing Vocational Themes

2018 Services for Discovery Forms

Forms for Discovery Services

There are **two forms** associated with **Discovery** completed by the partner delivering this service. The first form is **Section II Discovery Team Meeting/Dialogue of the Employment Analysis** form. The second form is the *Positive Personal Profile*, developed by TransCen, Inc.

IVRS coordinates a meeting with a job candidate's team and completes the top portion of the Discovery Plan which is then handed over to a CRP to initiate Discovery Services.

DISCOVERY PLAN (facilitated by VR - does not have to face-to-face)

IVRS will document communication with team members by completing the section below.

Date of Communication:

Participants	Title/Role	Contact Information

IVRS will provide the above information to CRP to initiate Discovery services.

VISIT TO HOME (coordinated by CRP)

Date of Home Visit/Community Description: (around 2 hours)

Attendees	Title/Role	Contact Information

Summary of Home Visit/Neighborhood: (fillable)

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2018 Services for Discovery Forms

INTERVIEW OTHERS (coordinated by CRP)

As an extension of the Home Visit, contact others from whom additional information may be needed to help answer the question, "Who is this person?" (between 1-3 hours)

Who?	Relationship/Why?	By When?

Summary of Findings: (fillable)

DISCOVERY ACTIVITIES (coordinated by CRP)

Based on the interest, talents and skills of the job candidate, where should observations occur? CRP connects with VR Counselor and jc's team to solidify Discovery activities listed below. (around 6 hours)

EXAMPLE:

Activity and location	With whom?	By When?	Why? Justification for activity
<i>Joe's Woodshop</i>	<i>JC & Employment Specialist</i>	<i>January</i>	<i>Joe has experience making toolboxes in high school. Plan to see the tasks he does and skills he demonstrates.</i>
<i>Go to woodworker shop to connect with people with like interests</i>	<i>JC & Employment Specialist</i>	<i>February</i>	<i>Joe would like to connect with other professionals in the field.</i>

If more time is needed after the initial Discovery activities listed above have been provided, the team can discuss further services that may be needed to help determine this job candidate's interests, skills, contributions and conditions for employment. These may include:

- Workplace Readiness Report
- Vocational Evaluation
- Job Shadowing
- Career Exploration
 - Benefits Planning? (check if not applicable ____)

Referred to: _____

2018 Services for Discovery Forms

Section II: Discovery Team Meeting Dialogue:

Meet and complete this section as a team with the job candidate and their family to clarify and ensure there is a clear understanding of what the job candidate needs for conditions to be successful on the job, their skills and contributions, a list of tasks they can do, and to gain input on businesses to prioritize for further development.

1. What are the needs or conditions necessary for this person to be successful on a job in the community?

Needs/Conditions	Supports Necessary

2. What are the skills and contributions the individual demonstrates that are transferable for employment?

Skills and Contributions

3. Based on the information gathered from the home visit and Discovery activities, what are the job tasks this individual can do on a job? What businesses should be developed further? Employment opportunities discussed by team:

Job Task Possibilities

4. Identify who is responsible for implementation of the plan for employment that has been developed as a team:

Decision(s)	Action(s)/Date	Party Responsible

Service provided:

Date(s) of service and hours worked each date:

Total number of hours worked:

CRP Signature:

CRP staff submit this form to IVRS with any narrative needed to document the provision of this service.

Discovery Activities

ACTIVE, ROBUST, SKILL BASED

Discovery Visits/Activities:

Task-Based!

- How to begin
- How to plan
- What to do
- When do you need to complete more than 2?
- How do you share and report what is learned?

3 Questions of Discovery Activities

1. Does it tie back to what you learned in the home visit and interviewing others?

2. Is it predetermined?

3. Is it active?

Where to begin?

Look for Patterns:

- What does the job seeker do?
 - Interests
 - Hobbies
 - Chores
 - School Activities
 - School work-based activities
 - Community Involvement (church, clubs, etc.)
 - Family
 - Where are they at their best?



How to Plan?

- Think ahead and include everyone in the process
- Use your “project management skills”
- Personal time management
- Use a calendar and block time off – schedule and confirm!
- Contingency planning

Potential Schedule:

Week 1 – Home visit/Neighborhood

Week 2 - Interview others

Week 3/4 - Discovery Activities

February 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

How to Plan?

- Complete a minimum of 2 task-based Discovery Activities with the job candidate
- One Discovery Activity can take place in the job candidate's home or another familiar community place
- The Second Discovery Activity might take place in a community location outside of the home (something that might be new or novel to the job candidate)
- E-mail VR Counselor to brainstorm ideas for Discovery Activities

What do to: Ideas for Familiar Activities

1. Weeding/mulching family garden
2. Scanning document at school
3. Stocking items at a community work based learning site (transition age)
4. Completing a woodworking project
5. Changing the furnace filter
6. Downloading and saving favorite music
7. Making beaded jewelry
8. Making oatmeal for breakfast

**TAKE
Pictures!**

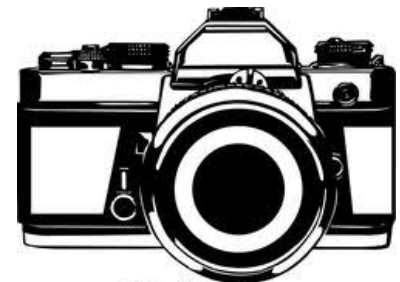


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What to do: Ideas for Familiar Activities:

9. Giving the family dog a bath
10. Making check-in calls for the sick and shut-in ministry
11. Posting a picture and comments on social media
12. Setting table and filling water glasses with water for dinner
13. Removing home window screens, washing and replacing
14. Vacuuming the carpet and changing the vacuum cleaner bag
15. Paying bills
16. Mowing the lawn
17. Tinkering with a car

**TAKE
Pictures!**



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What to do: Ideas for Unfamiliar Activities



1. Printing copies for the YMCA training event
2. Preparing and staking garden plots for the city community garden program
3. Assisting a neighbor to change his car tire
4. Completing a jewelry making class at a local Michael's store
5. Putting together runner's packets for the upcoming 10k race for a local fundraiser
6. Replacing fabric and wallpaper samples into correct book for interior design store
7. Working with brick mason to lay a foundation row
8. Washing a dog and placing him in a dryer cage at a dog groomer

What to do: Ideas for Unfamiliar Activities



- Not at pre-established work sites!
- Not chosen because it's a task everyone is evaluated on!
- Not where other people with disabilities work!
- Uniquely chosen for the specific job candidate you are working with!

How do you know when you've done enough?

TASKS the job seeker can complete

SKILLS the job seeker demonstrated

SUPPORTS the job seeker needed

WORK CULTURE/CONDITIONS preferred

PERSONAL ATTRIBUTES that are important to a work site

You may need to request additional authorizations for more time to complete Discovery Activities if needed

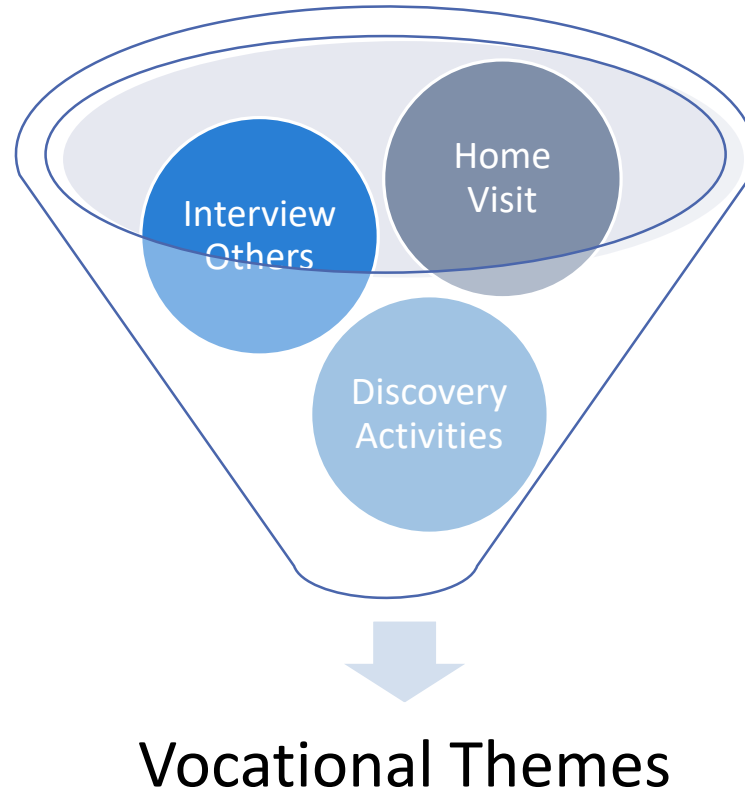
How to share and report what's learned

- Identify Discovery Activities and brainstorm with IVRS Counselor
- Detail out proposed Discovery Activities and why in IVRS Discovery Form
- Capture detail and pictures in the Positive Personal Profile
 - Skills and Knowledge
 - Interests
 - Temperament
 - Environmental Preferences
 - Learning Styles
 - Values
 - Support System
 - Solutions and Accommodations

Describe in detail the person's skills – what does it look like? How do they use their hands or tools provided?

Vocational Themes

Discovery Activities → Vocational Themes



Vocational Themes are...

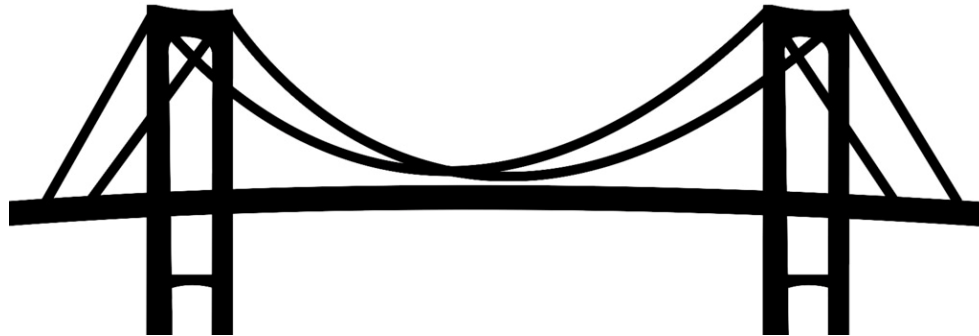
- Overarching
- Hold many, many different types of jobs
- Are not comparative
- Are not job descriptions
- Are thoughtful and supported by evidence learned in Discovery process

Why Vocational Themes?

- Requires the job candidate and team to look beyond the limits of job descriptions and incorporate different aspects of the job candidates skills, interests and experiences
- Fosters creativity – investigating themes takes job developers and other team members far beyond the confines of the more typical job searches for “open” jobs
- Develops community connection based on shared interests – going beyond the “want ads” the same ten businesses as usual and beyond the typical entry-level retail and service jobs

Discovery Activities → Vocational Themes

Identifying themes is your bridge from
Discovery to Customized Job Development



Vocational Themes



- Ideally identify more than one vocational theme
- Themes are intended to be imprecise and overarching
- Themes hold many, many businesses – not job descriptions
- Themes are supported by consistent information that presents itself during the Discovery phase
- List 20 local, small businesses under each identified theme

Name Those Jobs Descriptions

- A person who likes dogs
- A person who enjoys music
- A person who is interested in cars
- A person who likes working on the janitorial crew

How many job descriptions can we come up with?

Name those Businesses

- Theme: Animals
- Theme: Entertainment or Music
- Theme: Transportation
- Theme: Cleanliness
- Theme: Mathematics

How many businesses can we come up with?

How to Determine a Vocational Theme?

Consider not only interests, but tasks, skills, conditions, personal attributes, activities

- **Marcus** collects & stacks wood for bonfires at his parents house
- He helps dad set up tent for family camping trips
- He likes quiet environments – no loud noises!
- Can give directions to past vacations from memory – knows all the highways!
- Discovery Activity: Unloaded shipment at local sporting goods store
- Strong, physically fit, polite
- Works best with tasks that he completes alone
- Learns best by being shown a task – no verbal instructions
- Works with just a few people, one “boss”.
- Discovery Activity: Repaired hiking trail (removed fallen tree, set fill rock and dirt) with one partner.
- Discovery Activity: Guided 2 people on new hiking trail using a trail map.
- Fishes with minimal support (help with putting together rod and reel)

How would you describe Marcus?

Which of these words/phrases do you think work best for Marcus's Vocational Theme?

Park Ranger

Trail Guide

Grounds Maintenance

Sporting/Outdoors

DNR

Outdoorsman

Scheels Sporting Goods

Parks and Recreation

Boy Scouts of America

Dick's Sporting Goods

Outdoors

State Park

Camping

Outdoor/Recreation

Health and Fitness

Common Vocational Themes

- Organization
- Agriculture
- Construction
- Mechanical
- Transportation
- Cleanliness
- Entertainment
- Customer Service/Hospitality
- Military
- Healthcare/Medicine
- Logistics
- Curiosity/Problem Solving
- Science
- Religion
- Art
- Culinary
- Outdoors/Nature
- Advocacy
- Children
- Fashion

Next Steps

- What will you take with you today?
- How will thinking in themes impact your work?
- What more do you need?

Contact Information

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