CUSTOMIZED JOB DEVELOPMENT PLAN

This plan is meant to remain a work in progress. Please utilize the information that you've gathered from the process with your students, employer & online job description research and your informational interviews with create this plan. Update the plan regularly as new information presents itself.

Name of Student:

What Works What Doesn't Work (Conditions of employment which support the student to be s(moesseg) tiables)

Conditions for Employment

Conditions are characteristics of any job developed for the applicant. Conditions refer to issues such as days of w location of the job, inside/outside work, time of day, hours per week, etc. While it is possible to have too many con extremely important considerations in customizing a job. Target go/no go conditions for priority consideration.

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Contributions to Employment

Personality Characteristics:		
	J	
Skills:	1	
	J	
Experiences:	1	
Credentials:	1	
	l	
Recommendations:	-	
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Carlson, C., and Hooley, R. (2018). Job Development Planning, Think College Grab and Go Practices, Number 11. Boston, MA: Institute for Commu

Skills & Tasks Matched with Potential Employers

INSTRUCTION Som the information you gathered during your research of the employer, O*Net Job Description potential jobs, and informational interviews with potential employers, ill out the folkidle in gradient activity that the individual can currently performance activity that an individual should be able to learn reasonable timeframe, based on skills that they currently can do. Some employers may have specific depart tasks will be as(orman686.4002 Tm a)1.1 (t the)]TJ ET EMC /Span <</

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Job Proposal Preparation

INSTRUCTIONOnce you have compared all of the employers above, consult with your student to determine v employer they would most like to work withst2 like to work with etc, until all of the employers are prioritized.

During your conversation with your student, discuss the di erent characteristics of each employer in relation te information on the irst page of this plan (what works/what doesn't, conditions/preferences).

Determine for each employer whether you will either create a new position or carve a job out of an existing jo contact you should use to set the date for the Job Proposal Presentation.

Prioritized List of Employers	Department	Carve or New?	Contact person	Date for Job Proposal Presentation

Notes:

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Job Proposal Letter

INSTRUCTIONS reate a job proposal letter using the guidelines on the Grab & Go: Job Development Planning document. When you are done, record the following information:

Employer:

Date Sent:

Employer needs the student will ill:

How student will be supported if given the position:

Follow-up date requested:

References

Condon, E. (2013). Customized Planning: Creating a Blueprint for Job Development. Retrieved February 2017, from Marc Gold & Associates: www.marcgold.com/s/Customized-Plan-for-Employment-article-ante.pdf



Carlson, C., and Hooley, R. (2018). Job Development Planning, Think College Grab and Go Practices, Number 11. Boston, MA: Institute for Community Inclusion, UMass Boston.