

## Job Development Staging Record

### Stage 1: Meeting of the Minds

Project "Making Work Happen for \_\_\_\_\_"

*Instructions: This form is used to stage, structure, capture and record the major events of Customized Job Development. Follow the directions from the Mentoring site when completing each section.*

*To add content, type in the white box next to or under the heading. The box will expand to accommodate your narrative.*

<b>Date initiated</b>		<b>Date Completed</b>	
<b>Person(s) completing JDSR</b>			
<b>Family Contacts</b>			
<b>Phone</b>		<b>E-mail</b>	
<b>Additional Contact Information</b>			
<b>Consultants/Experts to Contact</b>			
<b>Comments/Considerations</b>			

## Stage One: Customized Job Development Planning and Sharing

<b>Identify &amp; Confirm the CE Job Development Team</b>				
<b>Name</b>	<b>Relationship</b>	<b>Careers/Trades/Interests</b>	<b>Areas/Locations</b>	<b>Contact Information</b>
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

9.				
10.				
<b>Connections to local community organizations and additional people to invite to the Team (Name/Connection):</b>				

## **The Story: Discovery Recap and Consensus**

When entering information below, consider all of the following:

- What information will connect with other people through something that is Shared or In Common?
- Will others Identify or Relate to the story we are telling?
- Is the evidence Coherent and Robust (not flimsy, imprecise, or speculative)?
- Will what we write Make Sense to those we ask for assistance?

### **Significant Events, Memorable Moments, Most Endearing/Engaging Qualities**

### **Talents, Skills, Tasks used by the employment-seeker**

### **Ideal Conditions/Work Culture**

### **Personal Attributes/Interests**

### **Supports that work (Including Technology & Adaptations)**

### **Transportation Options**

## Working at Full Potential/Financial Planning/Benefits Planning

### Working at Full-Potential

### Financial Planning and Goals

- **Immediate:**

- **Intermediate:**

- **Long-Term:**

### Resource Mapping

- **Vocational Rehabilitation:**

- **Medicaid Supports:**

- **PASS Plans/IRWE:**

- **Personal or Family Resources:**

- **Other (List)**

**Benefits Planning Opportunities and Concerns**

## **Finalize Job Development/Marketing Tools**

**Imagery/Representational Portfolio**

**Videos**

**Online-Social Media**

**Other Job Development Tools/Marketing Strategies**

## **Disclosure Discussion:**

**Summary and Description of Disclosure Strategies**

# Where Does the Story Lead?

## Business Engagement Action and Accountability Plan

<b>Revised Lists of Twenty</b>		
Add a * for Team Contributions		
Theme 1	Theme 2	Theme 3
1.	1.	1.
2.	2.	2.
3.	3.	3.
4.	4.	4.
5.	5.	5.
6.	6.	6.
7.	7.	7.
8.	8.	8.
9.	9.	9.
10.	10.	10.
11.	11.	11.
12.	12.	12.
13.	13.	13.
14.	14.	14.
15.	15.	15.
16.	16.	16.
17.	17.	17.
18.	18.	18.
19.	19.	19.



20.

20.

20.

## The First Five: Beginning Customized Job Development

**Identify:**

- 5 businesses with corresponding Theme(s)
- Assign contact responsibility
- Write an introduction script for each business & identify supporting tools that will be used
- Enter a "Completion Date" for each contact

Business (Vocational Theme)	Team Contact Responsibility	Introductory Script/Supporting Tools	Contact by date:
1.			
2.			
3.			
4.			
5.			

## JDSR Stage 1 Approval Signatures

Participant \_\_\_\_\_ Date \_\_\_\_\_

Conservator/Care Provider \_\_\_\_\_ Date \_\_\_\_\_

VR Counselor Signature \_\_\_\_\_ Date \_\_\_\_\_

ACRE Certified Customized  
Employment Specialist \_\_\_\_\_ Date \_\_\_\_\_

Vocational Manager \_\_\_\_\_ Date \_\_\_\_\_