

People's Arc- Vocational Services- Draft Curriculum

WBLE- Exploring Careers: On-Site Work Tours for Individuals with Developmental Disabilities

Program Duration

Total Duration: 10 weeks

Sessions: 1 session per week

Session Length: 2-3 hours per session (including travel time)

Curriculum Outline

Week 1: Introduction to the Program

Session Goals: Introduce participants to the curriculum, set expectations, and discuss career interests.

Activities:

- Icebreaker activities to build rapport.
- Overview of the program structure and objectives.
- Discussion on various career fields and participant interests.
- Goal setting: Each participant identifies a few career areas they would like to explore.

Week 2: Preparing for Work Tours

Session Goals: Equip participants with skills to navigate work environments.

Activities:

- Discussion on workplace etiquette and expectations/soft skills.
- Introduction to safety protocols and appropriate behaviors during tours.
- Role-playing scenarios to practice communication and interaction skills.

Week 3: Work Tour 1 - Retail Environment

Session Goals: Explore a local retail establishment (e.g., grocery store, clothing store).

Activities:

- Guided tour of the retail environment, focusing on various roles (e.g., cashier, stock clerk).
- Discussion with employees about their job responsibilities.
- Q&A session for participants to ask about skills and experiences.

Week 4: Work Tour 2 - Restaurant or Food Service

Session Goals: Discover roles within a restaurant or food service setting.

Activities:

- Tour of the kitchen, dining area, and behind-the-scenes operations.
- Discussion with staff about roles such as server, cook, or dishwasher.
- Participants practice ordering food and interacting with staff.

Week 5: Work Tour 3 - Office Environment

Session Goals: Understand various office roles and functions.

Activities:

- Guided tour of an office space (e.g., a business, non-profit organization).
- Overview of roles such as administrative assistant, receptionist, and project coordinator.
- Participants observe office tasks and engage with staff.

Week 6: Work Tour 4 - Manufacturing or Production Facility

Session Goals: Learn about jobs in a manufacturing or production environment.

Activities:

- Tour of a manufacturing facility, observing production processes.
- Discussion with workers about their roles and the skills required.
- Hands-on activity (if possible) to engage participants in basic tasks.

Week 7: Work Tour 5 - Healthcare Setting

Session Goals: Explore careers in healthcare.

Activities:

- Tour of a healthcare facility (e.g., hospital, clinic).
- Overview of various roles, including nursing, administration, and support staff.
- Interaction with healthcare professionals to discuss their experiences and responsibilities.

Week 8: Work Tour 6 - Community Service Organization

Session Goals: Understand roles in community service and non-profit organizations.

Activities:

- Visit a local community service organization (e.g., food bank, shelter).
- Discussion with staff about various volunteer and employment opportunities.
- Participants engage in a small service project to gain hands-on experience.

Week 9: Reflection and Skills Assessment

Session Goals: Reflect on experiences and assess skills learned during tours.

Activities:

- Group discussion about favorite tours and what participants learned.
- Skills assessment: Participants identify skills they developed and areas for improvement.
- Goal setting for future job exploration based on interests and experiences.

Week 10: Community Resource Fair and Next Steps

Session Goals: Connect participants with local resources and support for job searching.

Activities:

- Host a resource fair with local employers, vocational rehabilitation services, and community organizations.
- Participants practice networking and discussing their interests with potential employers.

Support and Resources

Facilitators: Trained staff or volunteers with experience in career development and working with individuals with developmental disabilities.

Transportation: Arrangements for safe transportation to and from work tour locations.

Materials Needed: Handouts on workplace etiquette, safety guidelines, and career exploration resources.

Conclusion

This curriculum aims to provide participants with meaningful exposure to various career options through on-site work tours, enhancing their understanding of the workplace and building their confidence in pursuing employment. By incorporating real-world experiences and interactive discussions, participants can gain valuable insights into their career interests and the skills needed for success.