

# Job Training Services for Your School



## A “Win-Win” for Students and You!

IU13 Job Training Services provides high-quality special education services to students, parents, and schools with a focus on individual student progress and successful, seamless transition to life after school.

An exceptional resource for students who need community-based vocational instruction, IU13 works with 700+ local businesses to place – and support – youth in the work-based experiences they need to successfully transition from the classroom to the workplace.

### For Middle School Students

Middle school is an ideal time to start building vocational and occupational skills. Job training services may include consultation with classroom teachers to arrange:

- Tours
- Speakers
- Service learning projects
- Mini-businesses
- School-based work experiences

### For High School Students

Services are designed to be part of a multi-year transition plan, especially for students with employment as a post-graduation outcome. Job training services for high school students may include:

- Paid\* and volunteer work experiences in:
  - Schools
  - School campuses
  - Community-based work crews
- Instruction and support to students who are ready for part-time or full-time employment

\*contingent upon business agreement

# Customizing Services for Your School

IU13 Job Training Services can be customized to meet the needs of your students and your school.

## Opportunities include:

- Paid and volunteer work experiences
- Goal setting
- Learning the skills to obtain/maintain employment
- Beginning to build a resume through the development of work experiences
- Job shadowing
- Transition Fairs and Career Fairs
- Career shadowing
- Investigating CTC programs
- Visiting technical schools or certificate programs
- Driver's License Permit/Voter Registration/Selective Service Registration assistance
- In-school support, such as:
  - Career interest surveys
  - Understanding your disability
  - Practice job applications/resume writing
  - Managing personal finances
  - Self-advocacy



## Skill Development includes:

- **Basic soft skills** needed in the work setting, including, but not limited to, organization, arrival to work on time, dependability, positive attitude, effort and perseverance, work completion, flexibility, time management, and problem-solving skills.
- **Interpersonal skills** such as being friendly and polite, respecting supervisors and coworkers, responding appropriately to customer requests, asking for help/feedback, and resolving conflicts.

## IU13 Job Training Services Goal:

To teach job skills, social awareness, and work ethics for empowering students to gain and maintain independence as they transition to adult life.



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