

- interests and accommodations as it relates to work and community living.
- Connect with resources and services in the community.
- Achieve employment goals.

ACI offers the following courses/topics under our IAAW program:

- **Pre-Employment Instructional Support**
- **Key to Obtaining and Retaining Jobs** - Social skills in the workplace
- **Working Well with a Disability** (*Small group only*)
- **Employment Readiness and Instructional Support**
- **Understanding Employee Benefits, Fiscal Compensation and Managing Finances**
- **How to Maintain Employment**
- **Time Management and Organization in the Workplace**
- **Conflict Resolution in the Workplace**
- **Rights and Responsibilities of the Employee and the Employer: Title 1 of the Americans with Disabilities Act**
- **Employment Job Club** (*Small group only*)
- **Community-Based Work Experience**
- **Assistive Technology: Tools to Employment**

For more information about IAAW, please see your NJDVRS counselor or contact Luke Koppisch, ACI Deputy Director, at lkoppisch@adacil.org, 732-738-4388, or adacil.org.



ABOUT ACI

The Alliance Center for Independence (ACI) recognizes disability as a natural and beautiful part of human diversity. ACI is a 501(c)(3) community-based, grassroots organization that supports and promotes independent living for people with disabilities in Middlesex, Union, and Somerset counties in New Jersey.

ACI provides these mandated services: information and referral services, peer support, advocacy, and independent living skills for people with disabilities and their allies. ACI supports the philosophy of independent living for all persons with disabilities.

For more information, call 732-738-4388 or visit adacil.org. Don't live in Middlesex, Union or Somerset counties? Give us a call and we find the Center for Independent Living that serves your county.



EMPLOYMENT READINESS PROGRAMS

OFFERED BY ACI

ALL SERVICES ARE PROVIDED THROUGH DVRS REFERRAL ONLY. CONTACT YOUR COUNSELOR.

PROGRAMS FOR TRANSITION AGE HIGH SCHOOL STUDENTS (AGES 14 TO 21)

Pre-Employment Transition Services (PRE-ETS)

ACI provides Pre-Employment Transition Services (Pre-ETS) under the federal Workforce Innovation and Opportunity Act (WIOA). ACI's Pre-ETS program is provided on a one on one basis to transition age students in group settings (up to 12 students). The goal of the program is help students identify career interests and learn the necessary skills to be successful in competitive employment. The services offered are consistent with the 5 components outlined in WIOA.

WIOA Component 1: Job Exploration Counseling

- **Steps in Vocational Planning** - Participants will explore career options based on their skills and interests, as well as develop an action plan to reach their employment goal.
- **Pre-Employment Instructional Support** - Participants will learn how to prepare for employment, while exploring how their disability impacts their daily life, including their future career path.
- **Job Club (Group)**

WIOA Component 2: Work-Based Learning Experience

- **Community Based Work Experience** - Individuals will learn about a career of interest first-hand through an onsite work experience in their community.

WIOA Component 3: Instruction in Self-Advocacy

- **Rights and Responsibilities** - This course provides an overview of the rights and responsibilities of employees and employers under Title 1 of the Americans with Disabilities Act (ADA), including how to request accommodations.
- **Understanding Employee Benefit, Fiscal Compensation and Managing Finances** - Participants will learn about common benefits to consider when seeking employment, as well as how to manage finances and understand a paycheck.

WIOA Component 4: Workplace Readiness

- **Employment Readiness Instructional Support** - This course focuses on creating individualized tools necessary for applying for employment, including resumes and online job applications, and interview skills.
- **How to Maintain Employment** - Individuals will learn skills necessary for keeping a job, including clear communication and flexibility.
- **Conflict Resolution in the Workplace** - Participants will gain the skills necessary to identify and manage conflict situations in the workplace.
- **Time Management and Organization in the Workplace** - Participants will assist learn basic time management/

organization skills, as well as developing strategies for using these skills in the workplace.

- **Assistive Technology - Tools to Employment** - This course reviews various AT options to help identify individuals' workplace needs and/or accommodations.
- **Keys to Obtaining and Retaining Jobs and Enriching the Quality of Adult Life** - Participants will learn and practice social skills and workplace etiquette, including listening skills, appropriate workplace conduct, and teamwork.
- **Pre-Employment Instructional Support** - (See WIOA Component 1)
- **Steps in Vocational Planning** - (See WIOA Component 1)

ACI works with the NJDVRS and school districts in Middlesex, Somerset and Union counties. If you represent a high school (teacher or child study member) or a counselor at NJDVRS and would like to know more information, contact 732-738-4388 or lkoppisch@adacil.org.

PROGRAMS FOR POST HIGH SCHOOL ADULTS (AGES 22 AND UP)

It's All About Work (IAAW)

IAAW is a statewide program provided by New Jersey's Centers for Independent Living to prepare adults with disabilities for permanent, integrated and competitive employment. Instruction is provided on a one on one basis and in small groups. Program goals include:

- Prepare for competitive employment.
- Become knowledgeable about strengths,