

<u>Assessment</u>

Created to enable DES providers to gain insight into an autistic jobseeker's individual work preferences, strengths and working styles. These 'getting to know you' documents are completed as a way of understanding the impact the individual's autism may have on them in the workplace. The assessment tool is really a 'framework' to have a conversation and learn more about the jobseeker. The conversation that the questions generate is just as important as completing the questionnaire.

Job Readiness Workbook

This workbook is designed as a guide to prepare autistic jobseekers to:

- · Understand their strengths & set realistic employment goals
- Write a resume and cover letter
- Understand the interview process & manage interview anxiety
- Become familiar with interview questions and prepare responses
- Weigh their options to disclose or not disclose their autism diagnosis
- Prepare for the first day on the job and not give up if they don't get the job

Worker Profile

The Worker Profile document documents the individual traits and preferences of an autistic participant/employee. It can also be used as a means to identify and agree upon reasonable adjustments to reduce barriers within the workplace.

The document covers:

- Impacts on the person at work
- The effects of particular working environments
- The ability to interact with colleagues and customers
- Ensuring the work environment provides the right structure
- Encouraging regular performance reviews
- Detection and reduction of sensory distractions

Social and Work expectations training

A guide to understanding the social conventions of the workplace: The hidden curriculum of the workplace is the social information that everyone is expected to know without being taught. These Hidden Curriculum modules aim to help autistic employees to understand and navigate some of the unwritten social rules, conventions and expectations of the workplace





Click on links to be taken to the documents on the Neurodiversity Huk