

### TRADITIONAL INTERVIEW

Individuals with IDD can be hired through traditional application and interview processes. To support this, employers should consider if their current hiring process is inclusive and accessible.

### **Inclusive Practices:**

- Job ads written in clear, accessible language.
- Offer accommodations during interviews.
- Value skills and potential, not just experience.
- Provide equal pay and growth opportunities.

## **BEYOND HIRING**

If hiring isn't feasible for your business at the moment, there are other ways to support employment for individuals with IDD.

#### **INTERNSHIPS**

Internships can prepare individuals with IDD for employment. For example, businesses can partner with <u>Project SEARCH</u>, a 9-month rotational internship program.

### **VOLUNTEER OPPORTUNITIES**

Volunteering allows individuals to develop skills while being included in the community and contributing to organizations.

#### **MENTORSHIP**

Whether you run a large business or are self-employed, you can be a mentor. Share your experience, provide advice, support through mock interviews, or give a behindthe-scenes look at your industry.



## **EMPLOYER TOOLKIT**

Are you an employer interested in supporting individuals with Intellectual Disability (ID) in pursuing Competitive Integrated Employment (CIE)? CIE means employment:

- At minimum wage or higher
- In a fully integrated setting

Ways to do so may include:

- Hiring Individuals with IDD
- Joining the DDS Employer List
- Hosting Interns and Volunteers
   Supporting Job Skill
- Development



DDS.Employment-DayServices@ct.gov

## **ON THE JOB SUPPORTS**

Employees with IDD may receive on-the-job supports to help them succeed in their roles. Some of these supports may include:

- Training and Onboarding:
   Assistance with learning job tasks, routines, and workplace expectations.
- Ongoing Support: Occasional check-ins to address challenges, reinforce skills, or help learn new tasks.



On-the-job-supports are arranged through a provider agency and come at **no cost** to the employer. This ensures a smooth and successful experience for everyone.

### **GET INVOLVED**

# Join the DDS Employer List

Indicate your commitment to inclusive hiring! Join the DDS employer list.



# **Employer Consult Form**

Do you have question about DDS Employment support or accommodations? Request a consult!







### **WORKING INTERVIEW**

A working interview is where wages for the employee and their support person are paid by DDS with no out of pocket cost to employer. This allows a job seeker to demonstrate their skills and abilities by performing actual job tasks with an employer.

#### **CUSTOMIZED EMPLOYMENT**

Customized Employment is a person-centered approach that connects the strengths and interests of individuals with intellectual disabilities to the unmet needs of employers.

Through job carving, specific tasks are reassigned from existing roles to create customized positions that offer a strong fit for both the employee and the employer.