

## Practicum 42: Job Coach Training Manual

Name (please print): \_\_\_\_\_

Date: \_\_\_\_\_

*This practicum measures how you apply the knowledge and skills you learned from module 42: Job Coach Training Manual to the supports you provide.*

### Instructions:

- Complete Step I: Describe A Person You Support
- Complete Step II: Complete **at least two** of the following skill standard work sample options, choosing from A, B, or C.
- **Use as much room as you need to explain each answer fully. You may attach or use additional pages if needed.** The amount of space in this document is not an indication of the length of your answer. However, the quality of the content is more important than the length. **Please type your answers if possible.**

**Expectation:** The descriptions should state how you supported a specific person with intellectual disabilities in the development of vocational, education, and career goals. There should be enough detail in your description to allow the person who reviews your work to evaluate whether or not your support demonstrates the knowledge, skills, and values of the skill standard. The support you describe in your explanation must be best practice approaches based on what you learned in the *Job Coach* training module and other training related to this topic and consistent with the NADSP code of ethics.

Your work will be evaluated on the following scale:

1. Practice-BASIC mastery of knowledge and skills
2. Proficient-INTERMEDIATE mastery
3. Advanced-FULL mastery

For North Dakota DD certification, this practicum must be evaluated at “Practice” level or better. If the evaluation of your work sample indicates that more information is needed, the practicum will be returned to you with comments on how you can improve your work sample before you resubmit it.

*Note: If you plan to submit this practicum for NADSP credentialing, a “Proficient” level of mastery is required on at least three of four work samples. You will also be required to complete a Reflective Statement for NADSP submissions. NADSP credentialing is optional.*



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### Step II: Work Sample Options (complete two, choosing from A, B, or C)

#### Work Sample A:

**Skill Standard:** Explores with the participant his/her vocational interests and aptitudes, assists in preparing for job or school entry, and reviews opportunities for continued career growth.

1. Describe how you have assisted the person you support to identify his/her vocational interests and aptitudes.
2. What supports did you provide to assist the person to develop the skills, abilities, and experience they needed to meet their desired career goal?
3. Is the person satisfied with their current employment or employment training program? How do you know?
4. Describe how you assist the person to look for opportunities for continued career growth or advancement.



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### Work Sample C:

**Skill Standard:** Collaborates with employers to support the participant, adapting the environment, and providing job retention supports.

1. Describe a challenge, issue, activity, or goal that this person had related to meeting or exceeding their work responsibilities and/or keeping their job.
2. Have you used cueing/prompting to help the person overcome that challenge?  
If so, describe specific examples of cues you used and list what style of prompt it was (for example, verbal instruction from job coach, verbal instruction through electronic device, gesture, visual cue, matching-to-sample, modeling, or physical prompt).
3. Have you used any modifications to help the person overcome the challenge?  
If so, please specify the type (such as task adaptations, jobsite modifications, job modifications, assistive technology, etc.) and how it helped the person become more proficient at the task.
4. Describe how you taught the person how to generalize a specific work task across environments.
5. Have you taught any self-management techniques to fade your support at their job site?  
If so, describe the technique (such as self-prompting, self-reinforcement, self-monitoring, self-instruction, self-elicited feedback) and explain how it helped the person become more independent.
6. Describe a specific example of how you have developed/used natural supports to assist the person at their job site.