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TEENWORKS

WHAT IS THE TEENWORKS PROGRAM?

TeenWorks is a short-term voluntary employment program that helps adolescents aged sixteen to eighteen secure meaningful work. Unlike an employment agency, we work to help teens overcome employment barriers. Such barriers might include difficulties in managing their behavior, poor academic achievement and a limited work history. The program offers a range of employment services including job club, work assessments, work adjustment, vocational testing, job development, job placement and job coaching. The TeenWorks program also works in conjunction with the Bureau of Vocational Rehabilitation (BVR) in order to help older adolescents obtain the necessary training and education needed to fulfill their career goals.

WHAT CAN I EXPECT FROM THE TEENWORKS PROGRAM?

- The goal of the program is to help you identify your employment barriers and secure part of full time competitive employment in an area of occupational interest to you.
- Your initial appointment will be with either the Director of Employment Services or with the Employment Services Social Worker. Your parent or guardian must also attend this initial appointment if you are under the age of eighteen.
- At the first appointment, staff will explain the employment program to you and, if necessary, complete a more formal mental health assessment. Following the completion of the program paperwork, which includes a signed liability disclaimer, an employment services checklist and release of information forms, the Director or Social Worker will schedule a second appointment to complete your Individualized Career Assessment.
- During the Individualized Career Assessment, we will discuss your current and future employment goals. We will review your academic/employment history and learn more about what is the best work environment for you. Emphasis will be placed on what stressors at school/work might trigger your behavioral problems. If appropriate, we will also introduce you to the Bureau of Vocational Rehabilitation. BVR is a state-funded agency that could potentially help you to finance additional training or schooling in order to help you achieve your employment goals.
- If you are unsure of your employment goals, the Employment Department has numerous self-tests including the Job Search Attitude Inventory, Barriers to Employment Success Inventory, and the Self-Directed Search. A licensed social worker will score your tests and review the results with you.
- If you are not utilizing any other services at The Counseling Center, the final step prior to being assigned to your Employment Services Specialist will be to complete your Individualized Service Plan. This plan will determine both the specific and general behavioral and employment goals that we agree to work on together.

HOW CAN TEENWORKS HELP ME?

The TeenWorks staff will work with you for a period of up to six months in order to help you obtain employment. Once you have become employed, we will provide supportive services for a period of up to nine months. After this period of time, your intervention will be considered as a success, although you may reenter services if you experience difficulties in the future.

WHAT WILL MY EMPLOYMENT SERVICES SPECIALIST DO FOR ME?

Your assigned Employment Services Specialist's role is to provide job development, work adjustment, work assessment, and job coaching for you. It is important that you attend all scheduled meetings with your Employment Services Specialist so that your job search will be successful.

HOW CAN I MAKE MY JOB SEARCH SUCCESSFUL?

You will need to participate in the following services as designated by your Employment Services Specialist.

- **Job Club:** Job Club is a job readiness skills course that will help you to develop a resume, prepare for interviews, and give you the opportunity to interact with other teens who are also looking for work. Job Club meets for two hours once per week for a six-week period of time. It is mandatory that you attend at least four out of the six classes. Failure to do so may result in our discontinuing your involvement in TeenWorks.
- **Job Development:** Your Employment Services Specialist will help you to make employment contacts in the community by helping you to fill out applications, offering you job leads, and providing assistance with your resume.
- **Work Adjustment:** Work Adjustment provides an opportunity for teens who have not worked or who has a limited work history to spend a period of time (one to two months) learning specific employment skills in a competitive work environment.
- **Work Assessment:** Work Assessment is similar to Work Adjustment except that we will be specifically assessing your social, emotional, and skill level for a period of up to three weeks.
- **Job Coaching:** Your Employment Services Specialist will provide either on or off-site job coaching in order to acclimate you to your new work environment and maintain your job. Job Coaching consists primarily of providing the additional support needed for you to handle difficulties that might in the work place, especially those that might involve your coworkers or supervisor.

Remember the TeenWorks program is dedicated to helping you overcome those barriers that are preventing you from obtaining and maintaining employment, but the motivation to work and the desire to succeed must come from you!