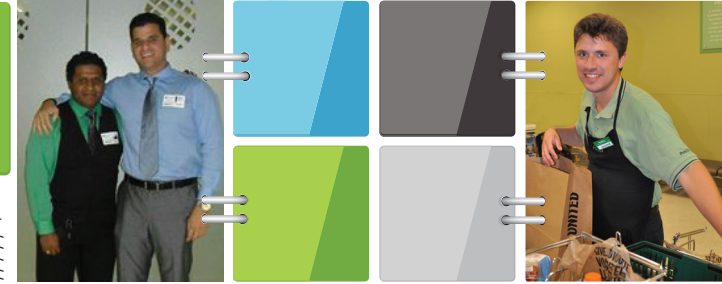


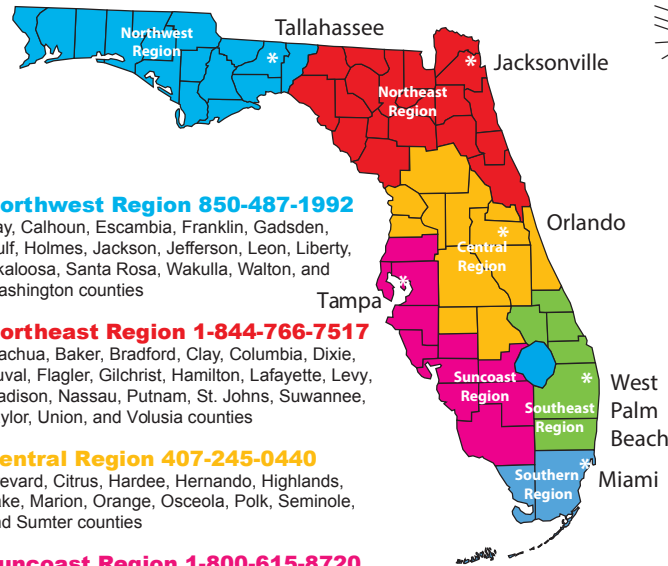
- Keep all appointments with your job coach and potential employers and be on time for those meetings
- Meet with a Community Work Incentives Coordinator to discuss benefits planning as you seek and maintain employment

**Agency for Persons with Disabilities**  
**1-866-APD-CARES (1-866-273-2273)**  
**(850) 488-4257**  
**apdcares.org**

# What To Expect From Your Job Coach



**To go to work, contact your local APD office or ask your support coordinator for more information about supported employment services**



**Northwest Region 850-487-1992**

Bay, Calhoun, Escambia, Franklin, Gadsden, Gulf, Holmes, Jackson, Jefferson, Leon, Liberty, Okaloosa, Santa Rosa, Wakulla, Walton, and Washington counties

**Northeast Region 1-844-766-7517**

Alachua, Baker, Bradford, Clay, Columbia, Dixie, Duval, Flagler, Gilchrist, Hamilton, Lafayette, Levy, Madison, Nassau, Putnam, St. Johns, Suwannee, Taylor, Union, and Volusia counties

**Central Region 407-245-0440**

Brevard, Citrus, Hardee, Hernando, Highlands, Lake, Marion, Orange, Osceola, Polk, Seminole, and Sumter counties

**Suncoast Region 1-800-615-8720**

Charlotte, Collier, DeSoto, Glades, Hendry, Hillsborough, Lee, Manatee, Pasco, Pinellas, and Sarasota counties

**Southeast Region 561-837-5564**

Broward, Indian River, Martin, Okeechobee, Palm Beach, and St. Lucie counties

**Southern Region 305-349-1478**

Dade and Monroe counties



# What is Supported Employment?



The goal for every person served by the Agency for Persons with Disabilities (APD) is to gain work in the community earning minimum wage or higher in the job of the individual's choosing.

Supported employment is a service that may be provided with funding from APD. This service involves the selection and hiring of a job coach or employment consultant to help an individual with a disability secure and maintain a competitive job.

## Role of a Job Coach

An APD job coach assists people with developmental disabilities in obtaining and maintaining employment by matching skills and interests. A job coach will assess a person's skills, talents, and interests through conversation and observation.

## Job Coach Responsibilities

- Schedule an initial meeting to develop a plan for employment
- Assist in developing a resume
- Assist in completing job applications
- Provide practice interview questions and answers
- Set up mock interviews with employers in the community
- Utilize business connections to search for employment opportunities
- Assist with coordination of transportation when needed
- Act as a liaison with APD to provide updates on the job candidate's progress throughout the search process

- Provide contact information for the local Community Work Incentives Coordinator (CWIC), a free benefits counselor, to help maximize earnings while minimizing the potential impact of earnings on governmental benefits

## Supported Employment Participant Responsibilities

- Actively participate in supported employment activities
- Be open and realistic about the type of work you are interested in, transportation needs, prior work, and volunteer experiences
- Your job coach is responsible for providing you the tools for success, but it is up to you to use those tools
- Complete assigned tasks, actively search and apply for jobs on your own, and practice interviewing skills