Innovations in Employment Supports Training
Events and FREE registration online at www.humanservicesed.org

NYS OPWDD is committed to assisting individuals with developmental disabilities to achieve independence through community and employment experiences. OPWDD recognizes the benefits of partnering with the voluntary provider agencies and DDROs across NYS to educate DSPs, Employment Support staff and leaders about OPWDD’s employment initiatives, services and supports. It is imperative that staff are prepared to plan and deliver person centered services.

Please refer to the SEMP ADM (to view the SEMP ADM click HERE) for details regarding Staff Training Requirements for SEMP staff, supervisors and directors.

If you have registered for an account through The Center for Human Services Education before and have not received an e-mail verification or you forgot your user information, please call the CHSE Operations office at 585-340-2051.

Innovations in Employment Supports Training Course List

Introduction to Employment – 6 Hours
The future of employment services for people with disabilities is expanding! Gather to explore and learn about OPWDD’s Employment First philosophy and the values, skills, and processes that will lead to greater community employment outcomes. Workshop participants will gain understanding about changes to policies, regulations and strategies to support community engagement. This course is designed for ALL staff involved in providing day habilitation, residential supports, community habilitation, PreVoc, self-directed services, Care Coordination, and employment services.

Discovery: Assessment and Planning – 6 Hours
Maximize the art of discovery and the skills of assessment. Participants will learn to gather information and create vocational services plans that will lead to the ultimate volunteer and employment supports goal -- the job match! Join us to gain understanding of OPWDD expectations and develop techniques to complete the OPWDD Discovery Report for ETP and Pathway to Employment. This course is designed for ALL staff who work with individuals to develop vocational activities that will lead to greater independence. This is a great course for staff delivering for Pathway to Employment, Supported Employment, and Community PreVoc staff.

Beyond Discovery – 6 Hours
You’re engaged in the Discovery process and have written the report, what’s next? Join us as we discuss the findings within the Discovery Report and explore the concepts of positive planning and Customized Employment. Participants will gain the skills to translate the Discovery Report information to create action plans that support strong job matches and long term employment success. This course is designed for ALL staff who support individuals to develop vocational skills and pursue employment opportunities. This is a great class for staff delivering Pathway to Employment, SEMP ETP and Community PreVoc.

Employment Training Program (ETP 101) – 6 Hours
What is ETP 101? This course is designed to increase your knowledge of the Employment Training Program (ETP), and to guide you through the application process. In addition, you will gain confidence to present ETP to job seekers and businesses. With this knowledge, you have a greater understanding of the role of ETP on the journey to employment. This course is designed for ALL staff who are preparing individuals for paid work.

Available for staff of OPWDD funded organizations
School personnel and other employment staff can attend on a space-available basis. If you have a question about your availability, contact 585-340-2051.

The Center for Human Services Education
Innovations in Employment Supports Training Course List

Community Prevocational Services: Exploring the World of Work – 6 hours
Taking the first steps to explore the world of work can be intimidating. This training guides staff through the process of designing and implementing a Community-Based Prevocational program that helps individuals take the first steps in their employment journey with confidence. Participants will explore topics including: prevocational activities, appropriate staffing, billing options, and accurate service documentation. This course is designed for ALL staff involved in providing day habilitation, residential supports, community habilitation, Prevoc, self-directed services, Care Coordination, and employment services.

Management Skills for SEMP Leaders – 6 hours
For SEMP providers, it may feel like the landscape of vocational services is ever-changing and meeting the challenge of staffing, scheduling, documentation, billing and services can feel overwhelming. This Innovations course is intended to assist SEMP managers in setting up their programs to ensure the highest quality services as well as meet the needs of their programs and employees. Join us for this full day training and learn how hiring practices, supervision, coaching and scheduling can have a positive impact on programs, as well as how to collect and use data to drive your decision-making. This course is intended for current managers as well as staff who have been identified as part of a succession plan. Offered once per year – catch it while it’s in your area!

*New in 2020*

Basics of Business Engagement – 6 hours
This training is a revised version of Creating Connections. Building relationships with local businesses is the key to helping people get volunteer experiences, internships, and competitive jobs. Learn the most important skills for building relationships that result in valuable opportunities for the people you work with. Participants will have a better understanding of how to identify potential contacts, how to speak the language of business, and how to build an effective network of relationships. This course is designed for job developers, job coaches and day habilitation staff responsible for developing employment or volunteer opportunities. This is a great course for staff delivering Community Prevoc, Pathway to Employment, ETP, Supported Employment, and Day Habilitation services.

Effective Job Coaching – 6 hours
Acquire comprehensive tools and skills for effective and efficient job coaching supports. Specific tools and techniques including learning style determination, discrepancy analysis, and prompting levels will be explored. This is a great course for any staff supporting people in OPWDD services.

Job Development – 6 hours
Walk through the step-by-step process of Job Development to understand how to be a better Job Developer. Learn how to use OPWDD’s Job Development Plan to move from Discovery to Competitive Employment. We strongly encourage you to take Basics of Business Engagement (or Creating Connections) prior to taking this course. This course is designed for ETP or SEMP staff.