



# Employment Talking Points

## Tips on how to talk about employment with people you support

*“Employment is part of the natural course of adult life and provides opportunities for economic gain, personal growth and contributing to one’s community”*

(excerpt from DHHS Employment Policy for Individuals Served # DHHS-CS-01-10, 11/2010)

## Employment is Important

Having a job is empowering for all individuals. Employment provides money, benefits, personal value, opportunities for choice and control, new relationships and a chance to be a contributing member of society. For some people working may even be the only part of their life where they feel valued and respected.



Work is empowering

## How to Talk About Employment

Talking about employment should not be a quick conversation! Ask probing questions to understand the person’s thoughts about employment-- and remember to give the person **time to respond**.

### Questions to ask at least on a yearly basis if the person is currently employed:

Tell me about your job. What parts of it do you like best?

Tell me about the people with whom you work.

Is there anything at work that could be better? Is this job working well or are there some problems?

How do you get to and from work?

Who helps you at your job if you have a question or don’t know how to do something?

Is there anything you need that would help you maintain your job? (technology, more/less supports, etc.)

Do you ever think about doing something else, such as taking a class, working more hours or changing jobs?



Department of Health  
and Human Services

Maine People Living  
Safe, Healthy and Productive Lives

Paul R. LePage, Governor

Mary C. Mayhew, Commissioner

For more information please visit:  
**[www.employmentforme.org](http://www.employmentforme.org)**



## Employment Talking Points (Continued)

Tips on how to talk about employment with people you support

### Questions to ask at least on a yearly basis if the person is not currently employed:

Have you thought about employment lately?

What does a good job look like? Describe it to me.

What are some reasons why you want to work? (paycheck? meet people? something to do?)

What can you see yourself doing? Do you have a particular workplace in mind?

Where do your friends and family work? Would you be interested in doing a similar job? (List possible connections or people who could help find a job)

Have you been to the CareerCenter or Vocational Rehabilitation? Have you used online job sites or read the Employment Times? (If not, set a time to help the person learn about resources)

What would help you to get a job? (learning new skills, transportation, natural and paid supports)

### Ask the person: What do you want your next step to be?

- Visit a CareerCenter
- Find out about/apply for Vocational Rehabilitation
- Take a resumé preparation class
- Get needed identification in order to be hired
- Tour some local businesses
- Explore training programs for employment
- Check out [www.employmentforme.org](http://www.employmentforme.org) for more ideas



For more information please visit:  
**[www.employmentforme.org](http://www.employmentforme.org)**

Funded by a CMS Medicaid Infrastructure Grant  
CFDA 93-768 awarded to Maine DHHS