

# CAREER PLANNING SERVICES FROM THE DIVISION OF DEVELOPMENTAL DISABILITIES (DDD)



Career planning services through the DDD Supports Program are person-centered, comprehensive employment planning and supports for individuals to obtain, maintain or advance in competitive, integrated employment. The service also helps the individual explore their interests to identify a career direction with the goal of long-term employment.

## GOALS OF THE SERVICE

- Develop a career path in the general workforce
- Further the individual's career through increased wages, benefits, work hours, and advancement
- Increase the individual's satisfaction with their career direction if they are dissatisfied with their current career

## EXAMPLES OF ACTIVITIES

- Career Planning activities that can be funded through the DDD Supports Program include, but are not limited to:
- Establishing potential career paths
  - Job matching
  - Situational assessments
  - Creating interest inventories
  - Developing a career objective plan
  - Individual employment support
- Refer to the DDD Supports Program and Community Care Program Manuals for a more detailed list of experiences and activities.**

## BEST PRACTICES IN CAREER PLANNING

- **Utilizing a person centered approach to discover an individual's likes/dislikes, job preference goals, strengths/skills, and support needs in order to develop a career plan.**
- **Partnering with the individual and people they know to identify creative methods leading to the end result of employment within the career path of choice.**
- **Identifying a network of people who can provide assistance, leads, support to accomplish employment within a career path of choice.**
- **Developing a written plan that will guide an individual in meeting their needs.**
- **Connecting to the community.**

## LIMITATIONS

This service is available to individuals at a maximum of 80 hours per Service Plan Year.

If the individual is eligible for services from the Division of Vocational & Rehabilitation Services (DVRS), these services must be exhausted before Career Planning can be offered.

**Supports Program**  
[bit.ly/supportsmanual](http://bit.ly/supportsmanual)

**Community Care Program**  
[bit.ly/ccp-manual](http://bit.ly/ccp-manual)

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