



Where your future begins

Hello to all pre-employment transition services coordinators,

Hope that you are all staying safe and healthy as you try to navigate how to virtually deliver pre-employment transition services to your students. We understand that this is a challenging situation and want to lay out some expectations along with guidelines and suggestions for this time.

- Monthly contact: monthly contact remains the expectation with students. Use phone, FaceTime, email, zoom, MyVR, text or regular mail to reach students; you may have to try more than one method. There may be instances where students are unable to communicate with you in any of these forms. Please reach out to parents/authorized representatives to check in on students, offer consultation on appropriate activities (staff can help parents brainstorm a list of independent living activities that can be practiced at home), etc.
- Document contacts and contact attempts in task notes. Remember if you initiate any new pre-employment transition activities to enter the activity into the service screen.
- Email your school contacts to let them know that you are maintaining contact with students, available for consultation, participation in IEP, exit IEP and Summary of Performance meetings and to supplement their transition activities to the best of your ability. For students with the most significant disabilities, reach out to teachers to see how they are engaging these students and ask how VR can support or supplement these activities.
- Prioritize soon to be graduating students and those for whom you have been planning to set up WBLEs this summer to equip them with job readiness skills.
- Encourage families to connect to adult service agencies, e.g. DD, where appropriate. When families have the information, they can use informed choice to follow through.
- Use the Job Planning Resource Guide as a source for activities in each of the 5 required pre-employment transition service areas: https://vris.nebraska.gov/wiki/pages/k7J6j0/Pre-Employment_Transition_Services_Career_Planning.html
 - There are lots of resources here that can be used and shared with students. Many have links to websites and activities. If you are unable to access some of the activities on the iPad, network with your team so that activities can be downloaded by someone with a laptop and shared via email.
- WINTAC website, which lists resources in all 5 pre-ets areas:
 - <http://www.wintac.org/topic-areas/pre-employment-transition-services/resources/resources-job-exploration-counseling>
 - <http://www.wintac.org/topic-areas/pre-employment-transition-services/resources/resources-work-based-learning-experiences>
 - <http://www.wintac.org/topic-areas/pre-employment-transition-services/resources/resources-counseling-comprehensive-transition-or-pse-programs>
 - <http://www.wintac.org/topic-areas/pre-employment-transition-services/resources/resources-workplace-readiness-training>
 - <http://www.wintac.org/topic-areas/pre-employment-transition-services/resources/resources-instruction-self-advocacy>
 - as well as Explore-Work.com, <https://explore-work.com/>

- NTACT website has posted many evidence based practices and lesson plans, where you may garner ideas:
 - <https://transitionta.org/evidencepractices> (Self-advocacy)
 - <https://transitionta.org/taxonomy/term/77>
- YouTube has examples of interviewing dos and donts but please view before sending to students, e.g.
 - <https://www.youtube.com/watch?v=Le9cBefjfuA>
- GCF Learn Free has some topics related to pre-ets
 - <https://edu.gcfglobal.org/en/topics/>
- You can consider setting up a zoom meeting and inviting a small group of students to join to provide a group activity on a particular topic.

If you have been successfully providing a service or have an idea that was well received, please let Paige, Lindsay and myself know so that we can share with others.

Thanks for all that you are doing at this time and please feel free to reach out with questions.