**VR Competencies – Learning Objectives for Employer Supports; Area Office or District Level (Area Managers, Supervisors**

The following table identifies competencies and potential learning objectives for training relating to Employer Supports in a State VR Agency, at State/Central Office level. They are divided into three domains: **Training and Coordination of Services, Connections and Relationships, and Providing Information and Support.**

| **COMPETENCY AREA** | **AREA-DISTRICT OFFICE LEVEL**  **(Area Managers, Supervisors)** | **LEARNING OBJECTIVES**  **After training, the learner will be able to:** |
| --- | --- | --- |
| **Training and coordination of services** |  |  |
|  | Coordinate and supervise employer support activities provided by staff under their supervision | Explain and demonstrate approaches being used to coordinate employer support activities and provide supervision & support to staff engaged in these activities |
|  | Support quality training on employer support tools and approaches for direct service staff | Describe available training resources along with areas of expertise, training modalities, and cost. |
|  | Develop area/office budget in a manner that business events and employer educational programs can be supported | Demonstrate how the current budget supports these activities; or explain what would need to be changed in the current budget to provide this support. |
|  | Effectively evaluate employment specialist/counselor knowledge, skills, and outcomes in the area of employer supports | Explain and demonstrate approaches being used to evaluate employment specialist/counselor knowledge, skills, and outcomes in the area of employer supports |
|  | Ensure that all staff are aware of the Job Driven Priority initiative and the agency strategic plans and goals including moving the agency to a dual customer approach. | Describe the efforts the state agency is taking to ensure that all staff understand the JD Priority, plans and goals |

| **COMPETENCY AREA** | **AREA-DISTRICT OFFICE LEVEL**  **(Area Managers, Supervisors)** | **LEARNING OBJECTIVES**  **After training, the learner will be able to:** |
| --- | --- | --- |
| **Connections and Relationships** |  |  |
|  | Provide outreach and consultation to employers, educational institutions, and community organizations | List the strategies being used/planned to build and maintain relationships with the business community. |
|  | Monitor CRP services and outcomes | Explain the current system for recruiting and evaluating CRPs.  Describe any needed changes/improvements |

| **Providing Information and Support** |  |  |
| --- | --- | --- |
|  | Provide technical assistance to businesses on recruiting, interviewing, hiring, and retaining qualified workers with disabilities | Explain TA resources on recruiting, interviewing, hiring and retaining qualified workers with disabilities available from the state VR agency and other sources such as JAN |
|  | Assist companies in the development of Affirmative Action plans that include the recruitment of qualified workers with disabilities | Provide and describe examples of effective AA plans  List available resources for recruiting applicants with disabilities |
|  | Provide information on state and federal regulations that such as Rehab Act Section 503 and the federal and state tax incentive programs available for businesses | Explain relevant state and federal regulations, tax incentives, and other financial incentives such as OJT. |