

## Jump Start into the work world For ages 14 to 21

### Results

- Training by experienced professionals on how to get and then keep a job
- Insight into career paths where you will be successful
- Hands on experience through volunteer and internship experiences
- Improve your resume and increase your chances for future employment
- Earn references to use in the future
- Learn self-advocacy skills
- Experience local post-secondary opportunities for training and education

**Referrals and Fees:** Referrals are accepted in the order in which they are received. Active participation is required. Services are fee-based and participant families should check with their funding agency to ensure they are covered. Private pay for services is available. Please request a program handbook for additional information.

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Minute Man Arc: *improving the lives of children and adults with disabilities by increasing independence, personal choice, and self-advocacy.*

## Minute Man Arc

Changing Lives, Changing Communities



## JUMP START

### Pre-employment and Transition Services

*A joint venture between  
Minute Man Arc for Human Services  
and Massachusetts Rehabilitation  
Commission*



## Jump Start: Pre-Employment and Transition Services

Minute Man Arc's Jump Start Program benefits high school and post-secondary students ages 14 to 21 who do not necessarily need to apply for vocational rehabilitation services but could benefit from exposure to employment and career development supports.

### Goals

Jump Start focuses on activities that provide awareness, exploration, and preparation for entering the workforce. Students choose one or more pre-employment transition components. The goal is to provide students with the skills needed to be successful with employment or further education after high school in their chosen field.

### How to begin

Jump Start services can be initiated by families, students, schools or counselors at the MA Rehabilitation Commission. Contact Minute Man Arc to request an initial meeting.

### Schedule

Classes take place at the Reuben Hoar Library in Littleton or at Minute Man Arc in Concord. Weeknights, afternoons, and Saturday classes are available to fit most schedules.

## Service Components

Students and their team members will select one or more service components from the menu below based on need and interest:

### Jump Start *Junior* for ages 14-17

**Job Exploration:** Group Job Tours, Interest Inventories, Career Planning

**Work Place Readiness:** Safety Skills, Communication, Getting Along with Others, Basic Work Skills, Time Management, Problem Solving

**Work Place Learning Experience:** Job Trials, Situational Assessments, Group Volunteering

**Post-Secondary Education and Vocational Counseling:** Career Path Research

**Self-Advocacy:** How to be a good Self-Advocate, What are My Rights

### Jump Start *Senior* for ages 17-21

**Job Exploration:** Job Tours, Interest Inventories, Career Planning Job Exploration, Situational Assessments

**Work Place Readiness:** Dress to Impress, How to Fill Out Applications, Interview Preparation, How to be a Good Employee (honesty, flexibility, performance skills, self-confidence and receiving supervision)

### Jump Start *Senior* for ages 17-21 (cont.)

**Work Place Learning Experience:** Job Trials, Situational Assessments, Group and Individual Volunteering, Paid Internships

**Post-Secondary Education and Vocational Counseling:** Finding the Right School, Admission Requirements, Applications, College and Tech

**Self-Advocacy:** How to be a good Self-Advocate, What are My Rights, Disability Disclosure, Self-Determination, Leadership Roles, Mentoring, Finding Self-Advocacy groups

