



Unit 6-Team Planning Meetings



UNIT 6: JOB DEVELOPMENT

Team Planning Meetings:

It is important to create good rapport and flow of support with other employees in your agency. If possible, a team approach can be very useful during career planning. If you are not able to facilitate a team approach, you should obtain information from those who could be team members to help you assist the individual with his/her career plan.

The team helps the individual plan career goals and gain the support of appropriate personnel. This team may include the individual, vocational rehabilitation staff, social service providers, family members, the individual's friends, the individual's neighbors, and others. **The individual should always be the focus of the team.** Team goals may include:

- Identification of resources that will help the individual secure his/her ideal job
- Creativity in identifying services
- Development of services that fit the individual's needs (rather than fitting the individual into existing services)

The people invited to the meeting must be individuals who know the individual or who have information about the individual prior to the meeting. Each should have information and resources available to help the individual.

An individual may have a career goal that some team members will dismiss as "unrealistic." In this situation, the team must think of ways to approach the realization of the goal or to help the individual find a related work goal. When working on a career plan with an individual, the team must listen to the individual's ideas, learn from these ideas, and document what each knows about the individual and how it relates to his/her vocational aspirations. Small steps may be required to reach the goal or a related goal, but designing a plan matching the individual's interests, dreams, work goals, health, and other special considerations is the best way to reach the goal. Concerted effort is required to identify the steps that the individual needs to take to achieve his/her goal.

The actual team meeting should be informal but structured and well-facilitated. Use a flip chart to record brainstorming and potential career ideas. It is a good idea to have several sheets

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