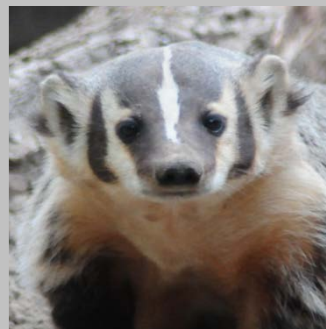


Project SEARCH Application Packet




Project | SEARCH®



Zoo Milwaukee
County

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Program Overview

The Project SEARCH High School Transition Program is a unique, business led, nine month school-to-work program that takes place entirely at the workplace.



Total workplace immersion facilitates a seamless combination of classroom instruction, career exploration, and hands-on training through worksite rotations.

Our unique program provides real-life work experience to help youth with significant disabilities make successful transitions from school to adult life.

Students attend the program for a full school year in the host business/hospital. The business provides access to an on-site classroom that can accommodate up to 12 students. The site is staffed by a special education teacher and one to three job coaches to meet the educational and training needs of the students.

- Program group of 10 – 12 young adults with a variety of disabilities
- Total workplace immersion
- Internship rotations for career exploration and job skill development
- Customized job search assistance
- Goal of competitive employment
- 68% employment outcomes across 273 national programs
- 87% employment outcomes across Wisconsin's 7 programs

For more information about the Project SEARCH High School Transition Program, please visit the website at www.projectsearch.us

For more information about Milwaukee County Zoo Project SEARCH, please contact:

Christine Schulz, Manager

Goodwill — Supported Employment

5400 S. 60th Street

P.O. Box 509

Email: christine.schulz@goodwillsew.com

Office: 414-847-1954

Application Guidelines

This application enables the selection committee to properly assess each candidate's skills, abilities, and background. A parent, candidate, counselor, teacher, or employer may be contacted by Project SEARCH to gather additional information. Our goal is to select candidates who will be successful in Project SEARCH and reach the outcome of community employment.

The selection process includes the following guidelines:

1. Submission of application and materials by **Friday, April 3, 2015**
2. Once the application is reviewed by the selection committee, the candidate will be asked to participate in the "Selection Day" assessment, which will be held on **Wednesday, April 15, 2015**. All candidates are **required to participate** in "Selection Day" to be eligible for Project SEARCH. "Selection Day" includes different skill stations and an interview.
3. If accepted, candidates must be able to pass a criminal background check, and drug screen.

Selection Priority

- Candidates within the high school transitioning years (18 – 21 age range) are given top priority in the selection process.
- Candidates who desire to work in the community at the end of the Project SEARCH program.
- Candidates who are eligible for long term support.
- Candidates who will benefit from participation in a variety of internships.
- Candidates who have access to transportation to/from the Project SEARCH program site.

Application Checklist

Please note: All items on this checklist must be completed and submitted together for consideration by Friday, April 3, 2015.

- Completed application and assessment with signatures
- Response to the question “Why do you want to come to Project SEARCH?” written in your own words on a separate piece of paper
- Candidate Photo
- Letter from Parent, Guardian, or someone who knows the person well describing candidate’s strengths and areas for further development
- Letter of Recommendation from School Representative, Employer, Volunteer Placement Supervisor, or Family Care Case Manager
- Resume (if available)

From Division of Vocational Rehabilitation (DVR):

- Individual Plan for Employment (IPE)
 - Functional Assessment Report (FAR)
 - Letter confirming funding and DVR Counselor’s name

From School:

- Current Individual Education Plan (IEP) including Transition Goals
 - High School Transcript
 - Attendance Record
 - Letter of funding support and Administrator’s name OR see below if funding will come from Family Care, IRIS or private pay

From Family Care/IRIS/Private Pay:

- Letter from Family Care, IRIS, or private pay statement confirming funding, contact person, and their information
 - Functional Screen (if enrolled with Family Care or IRIS)

Please mail all materials to:

Christine Schulz, Manager
Supported Employment
5400 S. 60th Street
P.O. Box 509
Greendale, WI 53129-0509

Project SEARCH Application 2015

Step 1—Personal Information

<i>Office Use Only</i>	
Date Received:	_____
Date Reviewed:	_____
Reviewed By:	_____
Status:	_____

Name			_____		
Last		First		Middle Initial	
Address			_____		
Street		City/State		Zip Code	
Home Phone		Cell Phone		_____	
(XXX)XXX-XXXX		(XXX)XXX-XXXX			
Email Address			_____		
Date of Birth			_____		
Gender			<input type="checkbox"/> Male		<input type="checkbox"/> Female
Disability			_____		
Race	<input type="checkbox"/> Asian	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Native American		
	<input type="checkbox"/> White	<input type="checkbox"/> Black	<input type="checkbox"/> Other:		

Emergency Contact Name			_____		
Check One: <input type="checkbox"/> Family <input type="checkbox"/> Guardian <input type="checkbox"/> Support person			Last		First
Address			_____		
Street		City/State		Zip Code	
Home Phone		Cell Phone		Work Phone	
(XXX)XXX-XXXX		(XXX)XXX-XXXX		(XXX)XXX-XXXX	
Email Address			_____		

DVR Counselor			_____			
Name			Phone Number			
Supports & References	Name	_____	Phone	_____	Relation	_____
	Name	_____	Phone	_____	Relation	_____

Please review the following and check all that apply. Your signature indicates that you acknowledge and agree with these statements.

- Release:** The student records for the candidate will be shared with Goodwill and the Project SEARCH selection committee.
- Equal Opportunity:** Project SEARCH placement will be made without regard to race, color, national origin, gender, age, religion, or disability.
- Trial Period:** A thirty day trial period will be required of all accepted interns. The parent and intern agree to comply with this procedure.
- Application Submission:** The information provided on the application is complete and accurate to the best of my knowledge. I understand that submitting this application does not guarantee my acceptance into a Project SEARCH internship.

Signature: _____ Date: _____ Signature: _____ Date: _____

Candidate Guardian (if applicable)

Step 2—Work/Education History

Work History (Please list paid and unpaid/volunteer experiences.)	Employer		Job Title		Paid	Unpaid
	Supervisor		Phone Number		<input type="checkbox"/>	<input type="checkbox"/>
	Dates of Employment		Reason for Leaving		Salary	\$ _____ /hr
	Job Duties:					
	Employer		Job Title		Paid	Unpaid
	Supervisor		Phone Number		<input type="checkbox"/>	<input type="checkbox"/>
	Dates of Employment		Reason for Leaving		Salary	\$ _____ /hr
	Job Duties:					
	Employer		Job Title		Paid	Unpaid
	Supervisor		Phone Number		<input type="checkbox"/>	<input type="checkbox"/>
Dates of Employment		Reason for Leaving		Salary	\$ _____ /hr	
Job Duties:						

Education (Guidance Counselor Use Only)	School Name		Phone Number		
	Guidance Counselor		Graduation Year		
	Total Credits to Date		Cumulative GPA		
	Does the student have the necessary credits for graduation?			<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Number of credits remaining:	1.		2.	
	Courses that need to be taken:	3.		4.	
	Days Absent	11th Grade		12th Grade	
	Comments about attendance:				
	Any medical reasons for absences:				
	Guidance Counselor Signature				Date

The person assisting the candidate with the application and assessment is:

Step 3—Self Assessment

Name

Title

Organization

Phone Number

Email

Signature

Date

I want to get a job upon completion of Project SEARCH		<input type="checkbox"/> Yes	<input type="checkbox"/> No
My family supports my goal of community employment		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Total hours preferred	<input type="checkbox"/> Full time	<input type="checkbox"/> Part time	
Shift preference	<input type="checkbox"/> 1 st Shift	<input type="checkbox"/> 2 nd Shift	<input type="checkbox"/> 3 rd Shift
Are you willing to work holidays and/or weekends?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you plan to work a job while in Project SEARCH?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please list the location, and number of days/hours worked each week:			
Are you considering post-secondary education options?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please describe your plan/goal for future schooling and time frame:			

Independent Living & Self Care	I can prepare a lunch or snack	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I understand what foods are good for me	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I know how to handle money/make change	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I have my own bank account	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I know how to use the bathroom and wash my hands	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I take daily showers/baths without reminders	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I am able to dress appropriately for the weather	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I follow my school or work dress code	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I can read a digital clock and tell time	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I can read a face clock and tell time	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I can make an appointment by phone	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I can be at home alone	<input type="checkbox"/> Yes	<input type="checkbox"/> No

	I do chores such as making my bed and taking out trash	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I am able to stay awake for a 6-8 hour day	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I have reliable transportation to get to Project SEARCH	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I am willing to learn how to ride the city bus with travel training	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Technology	I can use a computer keyboard with	<input type="checkbox"/> Two fingers	<input type="checkbox"/> Two hands
	I can use Microsoft Word to create letters and documents	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I can use Microsoft Excel to create spreadsheets	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I can use Microsoft PowerPoint to create flyers and presentations	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I have an appropriate email address and can use email	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I can use the computer to play games and listen to music	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I can use a cell phone to talk to others	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	I can use a cell phone for text messaging	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Communication & Behavior	I respond when someone speaks to me	<input type="checkbox"/> Often	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
	I make eye contact when talking to others	<input type="checkbox"/> Often	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
	I use an appropriate tone of voice	<input type="checkbox"/> Often	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
	I am comfortable starting a conversation	<input type="checkbox"/> Often	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
	I engage in appropriate conversations	<input type="checkbox"/> Often	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
	I use appropriate body language	<input type="checkbox"/> Often	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
	I display inappropriate touching in public	<input type="checkbox"/> Often	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
	I swear/use profanity inappropriately	<input type="checkbox"/> Often	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
	I lose my temper with others	<input type="checkbox"/> Often	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
	I display aggressive behavior	<input type="checkbox"/> Often	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
	I use a cell phone at appropriate times	<input type="checkbox"/> Often	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
	I am easily understood by others	<input type="checkbox"/> Often	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
	I use adaptive equipment to communicate	<input type="checkbox"/> Often	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
	I use an interpreter and/or sign language	<input type="checkbox"/> Often	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never

Interests	I participate in the following activities during and after school:	<input type="checkbox"/> Band	<input type="checkbox"/> Theatre	<input type="checkbox"/> Church
		<input type="checkbox"/> Choir	<input type="checkbox"/> Scouts	<input type="checkbox"/> Exercise

Sports:

Other:

In your own words, please give examples of how you would solve each problem.

I missed my bus when I was going someplace. In order to get where I was going I would:

I was vacuuming and the vacuum cleaner stopped working. In order to finish I would:

I lost my house key. In order to get in the house I would:

I was using my computer and it stopped working. In order to get it working I would:

My parents were not home at dinner time and I was hungry. What would I do?

Someone teased me or was mean to me. I would react by:

Problem Solving

For questions or concerns, please contact:

Christine Schulz, Manager

Goodwill — Supported Employment

Email: christine.schulz@goodwillsew.com

Office: 414-847-1954

