

# Hire Up Session 1

Green Mountain Self-Advocates has planned this series of Hire Up meetings to provide peer support to individuals who are unemployed or underemployed. The purpose of the group is to practice self-advocacy skills, explore individual dreams for employment, share experiences, explore the barriers to employment, get to know each other, and provide support to one another.

**Set up:** This meeting set up is for 12 people or less. It works best if you sit at tables. Arrange tables to allow for an open space for group activities. Snacks need to be provided.

**Time:** Two hours

**Materials:** Sign in sheets, markers, nametags, glue sticks, sheets of pictures of all kinds of activities, scissors, paper, flip chart, folders with calendars of meeting dates and handouts, soft object you can toss like a bean bag, and evaluation forms.

## **Teaches participants:**

- Names of participants
- The Ground Rules for participation
- About the participant folders
- How we will use stories to learn
- What Follow Through Activities are
- How to complete the evaluation form

To **Trainers:** Before the training, the trainers need to write an introduction for themselves. They also need to practice this workshop and decide who will be teaching each section. Write the name of the trainer on the blank line before each part in the script. The instructions on what to do are in black and suggestions of what to say are in red. We strongly recommend that you use your own words and try not to read from the script. It is better to speak from your heart. Reading from a script can sometimes sound boring.

## Getting Started

As people arrive all the trainers should say hello and introduce themselves. Make people feel welcome. Each participant should take a folder and find a seat.

## Introductions and Group Agreements

15 minutes



\_\_\_\_\_

My name is \_\_\_\_\_. I'd like to welcome you and let you know a little about our expectations for this group. Two Hire Up groups are beginning to meet this week. One group will be meeting in \_\_\_\_\_ and this group will be meeting here in Montpelier.



Refer to the poster : The Purpose of the Group:

- We will practice our self-advocacy skills,
- Explore our dreams for employment,
- Share our negative and positive employment experiences,
- Look at the barriers to employment,
- Get to know each other and
- Provide support to each other.



\_\_\_\_\_

We are going to go around the room taking turns saying our name. After you say your name say, " I want a (better) job." Like this. Hi, I'm \_\_\_\_\_ and I want a better job. Now it is your turn.

## Group Agreements:

(Use the list of ground rules provided. Feel free to add additional agreements if the group wants to.)



We will begin by going over the group agreements. I will call on a person to read each one.

Who wants read number 1?

(Pick a volunteer to say, "1. Raise your hand.")

Who wants read number 2?

(Pick a volunteer say, "2. One person speaks at a time.")

Who wants to read number 3?

(Pick a volunteer say, "3. No put downs.")

Who wants to read number 4?

(Pick a volunteer to say, "4. No question is a silly question.")

Who wants to read number 5?

(Pick a volunteer to say, "5. It is okay to pass.")

Who wants to read number 6?

(Pick a volunteer to say, "6. Confidentiality.")

(Ask the group what this means.)

Who wants to come up and read number 7?

(Pick a volunteer to say, "7. Give everyone a chance to speak.")

Who wants to read number 8?

(Pick a volunteer to say, "8. "Use people first language.")

(Discuss the meaning. Refer to People First information sheet)

Does anyone have another agreements they would like to use?

(Call on people and \_\_\_\_\_ write down their suggestions)

## **ACTIVITY: Preview Your Folder**

*10 minutes*

**Goal:** To familiarize participants with their folders

**Materials:** each member needs a folder

**Description:** Each person has a folder. This will be an exercise to have them look the folder over and ask questions.

**Directions:** Start taking people through the folders



\_\_\_\_\_

Open your folder. The pocket on the left has the list of meeting dates and calendars. Notice the meetings we have planned. When is the next meeting?

Call on someone to answer

The third meeting? Call on someone to answer.

And then? Call on someone for November 5

Notice we have gone into a new month.

Will meet right here at \_\_\_\_\_.



\_\_\_\_\_

The Pocket on the right has the handouts you will need for the first \_\_\_\_\_ meetings.

### **ACTIVITY: True Blue**

*25 minutes*

This activity was adapted from My Choice, Your Decision.

Tools For Change: Building Knowledge and Creating Leadership for persons with developmental and other disabilities. Advocating Change Together, St. Paul, Minnesota.

**Goals:**

1. To know what I like and don't like.
2. To identify one or two things I would like to try to do.

**Materials:** collage paper, markers or pens, glue sticks, scissors and sheets of pictures of all kinds of activities.

**Description:** This exercise results in collages created by each person and encourages the expression of likes, dislikes and opinions of the group. Some people might need more support than others do. Provide support as needed during this activity.

**Directions:**



\_\_\_\_\_

We are going to make collages. They will show a little bit of Who you are... What you like... What you don't like... And what you want to do more of in the future.



\_\_\_\_\_

We want you to work with the person next to you.

(Optional: Does everybody have your picture?

Take your picture and glue it to page 2)

Look through the sheets that have pictures on them

Choose pictures that make you feel good

That express what you like to do.

If you can't find a picture, use the markers to draw your own picture or write down your likes.

You can also ask the person next to you to write for you.

Put the pictures on page 4.

Now we also want you to find pictures of things you don't like.

Put the pictures of things you don't like on page 5.

**Trainer tip:** Don't try to make a collage yourself. Instead, be available to help anyone who is having trouble. Make sure to keep track of time. Making the collages should take no more than 15 minutes. You can use magazines but it takes a lot longer.

When everyone is done bring the group back together.



\_\_\_\_\_

Now we are going to take turns showing our collages to the rest of the group. Tell us why these things are important.

Give each person a few minutes to talk. Encourage the others to ask questions.



\_\_\_\_\_ Is knowing what you like and don't like important in making decisions?

(Wait for people to answer.)

We all make decisions based on our like and dislikes.

It is important to remind ourselves of who we are.

**Trainer tip:** Some people may need a little encouragement. If someone feels too shy to talk, get him or her started by asking about the images on their collage. For example, "I see that you have selected lots of physical activity. Are you an athlete?"

## BREAK



\_\_\_\_\_ Let's take a 10 minute break to get a snack and learning each others' names.

Keep track of time and give a 2 minute warning. Get the group back together.

### ACTIVITY: Toss a Name Game

*10 minutes*

**Goal:** To learn each others' names



**Materials:** Soft ball or item to toss ( fleece ball, softie, squishy)

**Directions:** The group stands in a circle about arms length apart. One at a time, going around the circle in sequence, each member calls out her or his name, passing the ball along the way. When the ball passes around the group and returns to the first person, that person calls out someone's name and the circle and lofts the ball to her. That person calls another name and tosses the ball. It is important to get eye contact before throwing the ball.



\_\_\_\_\_

Stand in a circle, arms length apart. I will say my name and pass the ball to my left. The next person says his name and passes the ball on.

When the ball comes back to the leader.



\_\_\_\_\_

Now, I will call someone's name, make eye contact, and throw the ball gently to the person.

After a few rounds.



\_\_\_\_\_

Who thinks they can name everyone's name. Who's up to the challenge?!

Direct everyone to sit down again.



\_\_\_\_\_

OK, let's have everyone take a seat again.

### **ACTIVITY: Story Time**

*30 minutes*

**Goals:** To share a story of a self-advocate who is employed  
To discuss what can be learned from the story

**Materials:** A copy of the story of the week for everyone.

### **Directions:**



\_\_\_\_\_

We are going to read this story about \_\_\_\_\_ .

Who would like to read the story loud and clear?

Choose someone to read the story loudly, slowly and clearly.



\_\_\_\_\_ Leads discussion using the focus questions on the story.

## **FOLLOW THROUGH ACTIVITIES**

*15 minutes*

**Description:** Activities are very important to make the most of our time together. They are opportunities to help stimulate motivation and desire for employment.

**Goal:** To stimulate motivation and desire for employment. To keep the desire of employment in the mind of the participant

**Materials:** hand out

### **Directions:**



\_\_\_\_\_ Following through with things can be difficult. So we need you to practice. You have an activity to do during the week before we meet again. It will help you to participate next week.

The activity is in the Follow Through Activity section of your folder.

## **ACTIVITY: Try Something New**

*15 minutes*

**Goal:** To identify one job I would like to try and one fun thing you would like to try. To list the people, activities and things I need to make it happen.

### **Directions:**



\_\_\_\_\_ Can you think of a time in your life when you wanted to do something and you were not allowed to do it?



(Wait for people to answer.)



During the week I want you to write down or find a picture that shows one job you might want to do in the future.

Pick one thing you want to try based on your likes and dislikes.

Then pick one fun thing you would like to do in the future.

Do this on page 8 of your workbook.

Then list the people, activities and things you may need to make this come true. Don't forget to ask for help if you need it

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Directions: In the first column, list one of your dreams, or just something new you want to try. Then list people, activities and things you may need to make this happen:

<b>Something New You Want To Try</b>	<b>What You Need</b>		
	People	Activities	Things
Job			
Fun			

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## Evaluation

5 minutes



\_\_\_\_\_ Time to go already! We have one last thing for you to do. Your ticket out is the evaluation form.

We'll go through this process with you.

I had a chance to speak freely.

Circle: yes                      not sure                      no

I learned something about myself today.

Circle: yes                      not sure                      no

I got to know another person better today.

Circle: yes                      not sure                      no

Lots of ideas were shared.

Circle: yes                      not sure                      no

I know what I need to do during the week.

Circle: yes                      not sure                      no

## Extra Activities

### **ACTIVITY: Question of the Day** (can be asked before evaluation)



\_\_\_\_\_ If an employer were to ask you the following question, what would you say?  
"Why should I hire you?"

Give people one minute to think about or write their answers then ask if anyone wants to share what they wrote.)

**ACTIVITY: Toss a name game (Repeat again after Evaluation)**  
*10 minutes*

**Goal:** To learn each others' names

**Materials:** Gentle throwable GT items (soft ball, fleece ball, softie, squishy)

**Directions:** The group stands in a circle about arms length apart. One at a time, going around the circle in sequence, each member calls out her or his name, gassing the GT along the way. When the GT passes around the group and returns to the first person, that person calls out someone's name and the circle and lofts the GT to her. That person calls another name and tosses the GT. It is important to get eye contact before throwing the ball.



\_\_\_\_\_ : **Stand in a circle, arms length apart. I will say my name and pass the ball to my left. The next person says his name and passes the ball on.**

When the ball comes back to the leader.



\_\_\_\_\_ : **Now, I will call someone's name, make eye contact, and throw the ball gently to the person.**

After a few rounds.



\_\_\_\_\_ : **Who thinks they can name everyone's name. Who's up to the challenge?!**

Direct everyone to sit down again.