

Careers: How to Make Work Work for you.

Knowing your personal preferences are important to doing well on job.



Understand your learning styles.



Reduce your anxiety and increase your ease

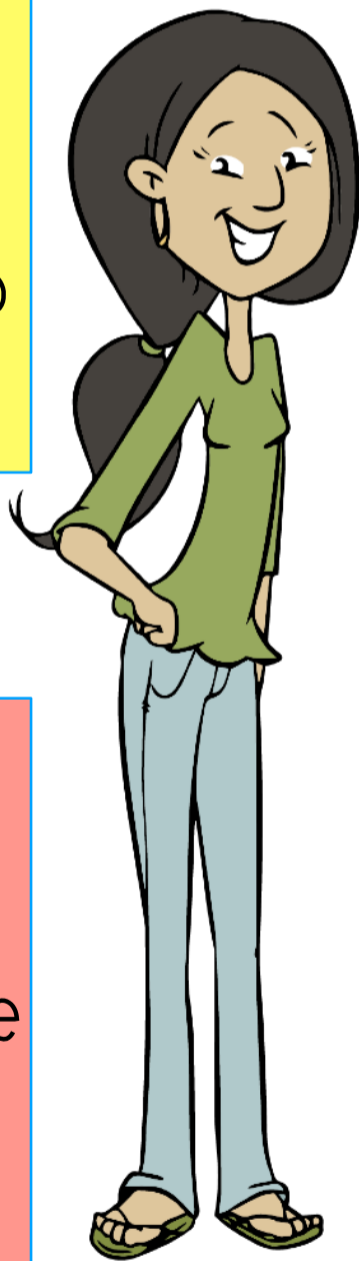


Recognize your patterns of doing a task that bring out your best.

Welcome Teachers, Parents, and Students

I love creating tools to invite youth to experience:

*self-advocacy to express their voice and choice for what they need, enjoy, and who they want to become.



*self-awareness to guide their decision-making, to cope, and socially adapt.

*self-value to pursue their goals in a career, college, or life and to know they matter greatly.

Email me your questions or “comments”

drjackie@drjackiemarquette.com

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What Is the Inspiration Behind Creating "How To Make Work Work for you"

All youth have strengths and interests that make them valuable to a particular job or a career.



Yet some youth with emotional or physical challenges have a steeper path to a job or a career that is a right fit.



I want to highlight the individualized areas of support that enhances a student's self-awareness about their preferences that make work work especially for their unique selves. This resource was created based upon 800 qualitative interviews with young persons, professionals and educators, and their families.

Careers: How to Make Work Work for you

An engaging informal student self-assessment with student answer key to reveal their own personal work preferences.



To walk youth work through 32 work preferences.



Empowers and motivates youth to get curious and interested in exploring their work preferences.

Is for all young persons 14 and over, and to include students who struggle socially and emotionally, such as, autism spectrum.(i.e., when necessary, provide an aide to students who rely upon a greater need for supports)



Believe
IN
yourself



Welcome to your
Personalized Matches to
Make Work
Work for you



Congratulations! This is a snapshot of where you are now.

- 1) Look at the items you checked on your *Answer Sheet* in Section C - Making Work 'Work' for You: Skills and Strengths in Making Work 'Work' for You. Only look at your answers you checked **'Most like Me'**. Ignore the items you marked as 'Occasionally like me', 'Seldom like me', or 'Never like me'.
- 2) Next, using this *Answer Key - Section C Findings*, circle those items that match your marked items on your Section C: Answer Sheet.
- 3) The circled items you marked on this *Answer Key* indicate your self-awareness about how you best work on a task, your learning preferences, best ways of operating, and the kind of work settings where you can give your best. These altogether can help you make a decision about employment or a career.

See the example.



C18. You prefer to use organizational tools such as a checklist, an I-phone, an I-pad for better understanding of your responsibilities, focused work tasks, or appointments.

- Most like me (4)
- Occasionally like me (3)
- Seldom like me (2)
- Never like me (1)

C19. You prefer to work in settings with only a small group of coworkers around you.

- Most like me (4)
- Occasionally like me (3)
- Seldom like me (2)
- Never like me (1)

C20. You prefer to work on a job where you are doing most of your tasks in a quiet area by yourself.

- Most like me (4)
- Occasionally like me (3)
- Seldom like me (2)
- Never like me (1)

C21. You prefer to be in work or school settings that are not rigid and allow flexibility that enable you to perform your best.

- Most like me (4)
- Occasionally like me (3)
- Seldom like me (2)
- Never like me (1)

C22. You prefer to work in school or employment settings that operate on following a specific set of rules.

- Most like me (4)
- Occasionally like me (3)
- Seldom like me (2)
- Never like me (1)

C23. You prefer being with family on calendar holidays instead of working at your job.

- Most like me (4)
- Occasionally like me (3)
- Seldom like me (2)
- Never like me (1)



C24. You prefer receiving assistance from family members and/or career specialists for setting career goals.

- Most like me (4)
- Occasionally like me (3)
- Seldom like me (2)
- Never like me (1)



C30. You would like to have someone to rely upon at work or in your place of business who could offer you support or feedback when confusion or difficulties arise.

- Most like me (4)
- Occasionally like me (3)
- Seldom like me (2)
- Never like me (1)



C12. You enjoy entering data into a computer.

- Most like me (4)
- Occasionally like me (3)
- Seldom like me (2)
- Never like me (1)

C13. You learn something best when you see a visual image. Some strategies may include; using a checklist, diagram, or watching a video.

- Most like me (4)
- Occasionally like me (3)
- Seldom like me (2)
- Never like me (1)

C14. You learn best by listening to what you need to learn, such as, recorded class lecture.

- Most like me (4)
- Occasionally like me (3)
- Seldom like me (2)
- Never like me (1)

C15. You think you would like to work in settings that care for persons who need medical assistance or daily living activities; the elderly, persons who are ill, or disabled.

- Most like me (4)
- Occasionally like me (3)
- Seldom like me (2)
- Never like me (1)

C16. You find meaning and fulfillment when volunteering for an organization or a church.

- Most like me (4)
- Occasionally like me (3)
- Seldom like me (2)
- Never like me (1)

C17. You like to make guests feel comfortable in your home.

- Most like me (4)
- Occasionally like me (3)
- Seldom like me (2)
- Never like me (1)



Personal PREFERENCES

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Personal PREFERENCES

Structure and Environments

- C1. You prefer settings that are an easy going pace. ***Most like Me**
- C4. You prefer the excitement of fast paced work settings.
- C28. You rely on flexible work or job accommodations because of health issues.
- C2. You prefer settings with no harsh lighting.
- C3. You prefer settings with reduced confusion and noise.
- C5. You prefer working outdoors.
- C6. You prefer working indoors

Career- Environments, People

- C12. You enjoy entering data into a computer.
- C15. You might want to work in settings that assist people who are medically ill, in need, or disabled.
- C9 You would enjoy working in childhood educational settings.
- C16 You might enjoy volunteering for an organization or a church.

Environments and Activity

- C7 You don't mind doing light physical activity, such as light lifting.
- C8 You don't want work that requires heavy lifting or physical activity.
- C31 You are interested in doing repetitive tasks.

Motivation to Pursue Training or Advanced Education

- C10 Your want to get a certification or a college degree someday.

Structure - patterns in solving a problem

- C11 You like to solve problems using a logical and practical 3 or 4 step process.

Patterns in Learning

- C13 You prefer using a visual checklist or diagram to learn how to do a task or move through the process, such as studying. Some other ideas include: watching a video about a subject, pictures, photographs, drawings about a subject, color coding to organize for a task, or do a written checklist or journal writing about a subject.
- C14 You prefer listening to a lecture over and above reading about the topic in a book or on the internet.

Communication Tools, Structure



Personal PREFERENCES

- C18 You often use tools (i.e. checklist, I-phone, I-pad) to keep organized for appointments or responsibilities, such as paying your bills.
- C29. You rely on a communication device to communicate with others, cell, or social media apps.

Environments, People, Structure

- C19 You prefer work settings among a small group of coworkers.
- C28 You prefer settings that allow flexibility in your schedule.
- C22 You prefer work settings that operate on rules of structure and process.

Environments, working independently

- C20 You prefer work in a quiet area.
- C32. You want to volunteer work independently.

Connected to Others

- C17. You like to make people feel comfortable in your home.
- C23. You prefer work that doesn't interfere with family on holiday events.
- C24. You accept assistance by family members or career specialists for pursuing education or career planning.
- C25. You like the idea of having a mentor. Someone you trust outside of your family who

Do you rely on more supports for work? Here are careers that may be right for you!



- C10: You are very interested in pursuing higher education; this is an enhancement to your career choice.
- C12: You are interested in doing repetitive tasks. Consider some of these career options. Although these careers may not require a college degree, they may require certification or training. **Consider or explore these career options.**

- Coding Clerk
- Airline Ticket Agent
- Accounting Clerk
- Hospital Insurance Clerk
- Medical Records Clerk
- Office Clerk
- Receptionist
- Data Entry
- Airline Ticket Agent

If you enjoy doing repetitive tasks. Consider these options.
Get help from a job coach or people who care about you to create a job right for you.

These people can negotiate and customize a job that is true for you. Some ideas:

-Search for a nice hotel restaurant. Inquire about repetitive tasks you could do. One task may be to wrap utensils inside a folded napkin. Your job could help prepare the restaurant for the patrons in the upcoming week. Nice restaurants need people to do these tasks. Often they are too busy doing other things and do not have the time for repetitive tasks like folding cloth napkins.

-Another option might be doing the same task, folding napkins or other similar tasks for a catering service who provide a banquet company meals for large groups.

-Seek work in a retail store, such as a large retail store, categorizing, sorting to complete the task. You may not feel comfortable working around customers. These job tasks are usually done in the back of the store away from customers. After the truck is unloaded, tasks such as pulling plastic and tags off clothing is necessary before preparing products for display. You could find a job like this very rewarding.

-Seek a job at a grocery store to sort through fruit and to pull out the bad for throw away. The task is done to prepare fruit for store display. Another job in grocery stores includes bagging candy for holidays.

Jackie Marquette Ph.D



I hope you discovered more about your personal preferences and how they can guide you to identifying work that works for you.

Personal PREFERENCES

Now you have completed your Answer sheet and checked your matches with the Answer Key. Get ready to name your personal preferences.



Personal PREFERENCES

Complete the activity in the next slide. You are going to rate your work preferences and write them in the appropriate circle.

In circle A. write your work preferences that are a must for you in a job.

In circle B. write your work preferences that are important to you some of the time.

In circle C. write your work preferences that you can do your best work, with or without them.

This activity will give you important information when considering a job or a career.



One of the best ways to prepare for your career is to start by looking at your personal preferences.



Before you get a job, here are ideas you may want to try in volunteer work.



- Seek a part-time job at a coffee shop where you can bag coffee for customers.
 - C16:** You may find fulfillment in volunteer work. Consider organizations with a mission you care deeply, such as pets in a shelter. There are many more. Explore ways to volunteer. Remember volunteer work is valuable and can be a strong asset on a resume for employment later.
- Create your own self- volunteer work: Here are some ideas to keep yourself busy and at the same time help someone who is less fortunate and in need.
- a. Paint colorful posters to beautify the walls of homeless shelters.
 - b. Make colorful funny cards for children who are sick in the hospital. Then deliver them.
 - c. Make Easter Baskets or Holiday Baskets with treats and personal items for kids in need, such as at the homeless shelters.
 - d. Gather gently used Teddy Bears from yard sales to wash and clean up. Deliver them to the police departments so they can give them to children injured in accidents.
 - e. Find fun hats! Collect hats for kids going through chemotherapy who have lost their hair.
 - f. Game Kits. Make a game kit for children in the hospital and confined to the bed.
- These are just a few ideas. You may have ideas of your own. Try them.

Personal
PREFERENCES

A. TO DO MY BEST, I NEED THESE WORK PREFERENCES MOST OF THE TIME

Write here...

Write here...

Write here...

My Dream Job

B. TO DO MY BEST, I NEED THESE WORK PREFERENCES SOME OF THE TIME

C.



I wish
you much
success!



Jackie Marquette Ph.D



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 Jackie Marquette Ph.D