

OSNS LINK TO SUCCESS

Employment Support Workshop
for Autistic Youth

Job Seeking Basics for Autistic Youth

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Things to Consider When Job Seeking

**FIND
YOUR
FIT**

- Looking for an accessible employer
- Job descriptions
- It can take a bit of trial and error!
- The jobs you are applying for now might not be related to your main interests
- Transferrable skills

JOB



01

Transferable Skills

- Communication skills: reading, following directions, filling out forms
- Business skills: sorting and classifying information, working with budgets
- Personal qualities: having a positive attitude, being honest, taking initiative, responsibility
- People skills: caring for people of all ages, helping people, getting along with diverse personalities



02

Transferable Skills

- Technical skills: making, fixing or repairing things, operating machinery
- Numbers skills: doing math, using a calculator, using a database
- Creativity: developing artistic skills, visualizing, performing
- Professionalism: prioritizing and completing tasks, checking over your work, representing your employer well



Communication



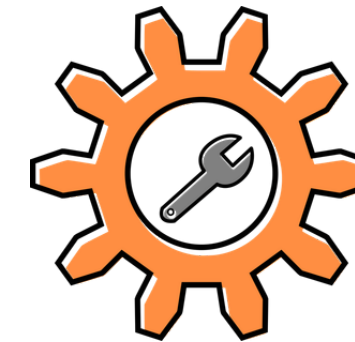
Business



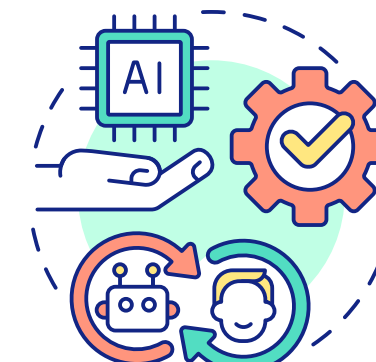
Positive Attitude



Engagement



Mechanical



Tech Savvy



Active Listening



Creativity



Math

Social Media



- Looking at an organization's social media page for postings and connection opportunities
- Using the algorithm to help in your job search
- Be careful what you post!
- Questions to ask yourselves before you post
- Consider publicly sharing achievements

**SO ASK
YOURSELF**

**SHOULD I
POST THIS?**



04

Resume Writing Tips



- Keep it brief - 1 page, not more than 2
- Keep it clean
- Research templates, consider creating your own
- Disclosing autism?
- Font choices
- Proofreading



05

Resume Sections



- Contact information
- Objective
- Relevant Experience
- Education
- Related Skills
- Awards and Achievements



06

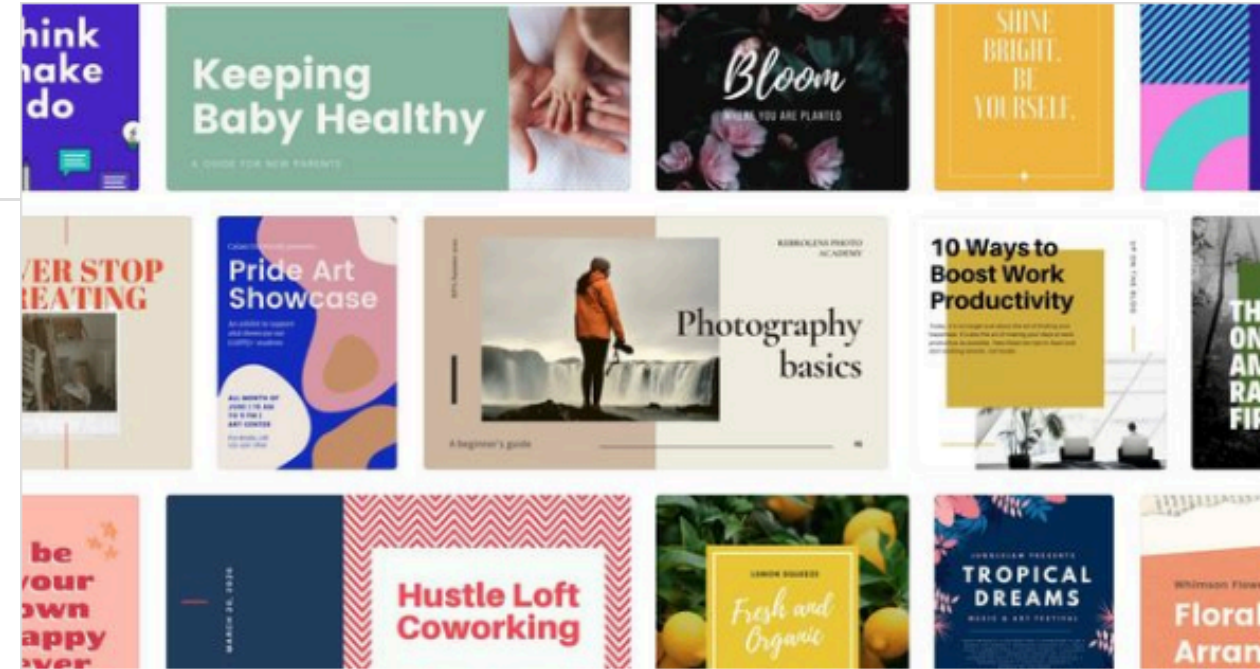
Resume Builders & Templates



Resume Builder - Job Bank

Default page description

 [jobbank.gc.ca /](https://jobbank.gc.ca/)



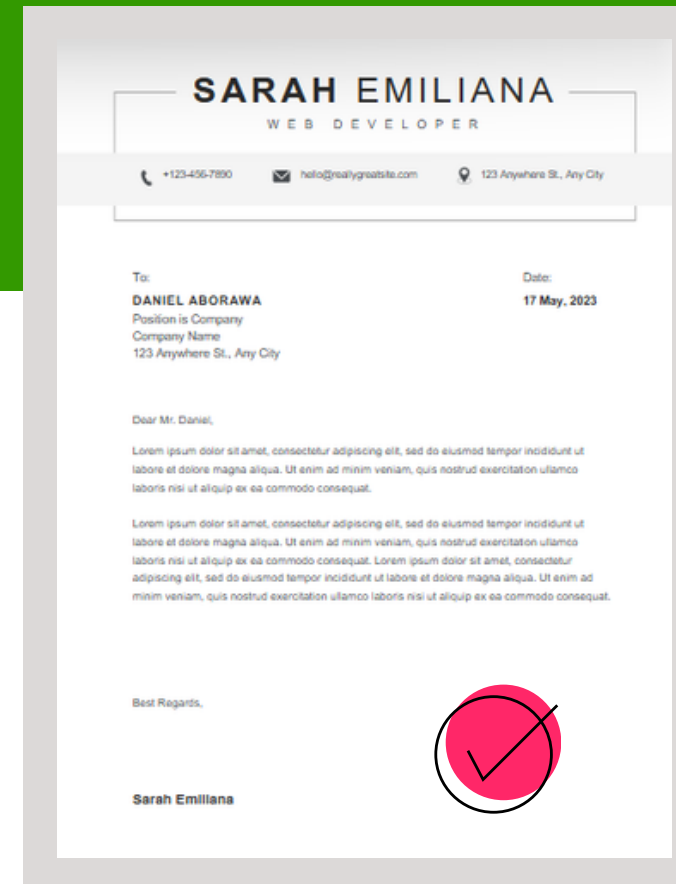
Free custom printable high school resume templates

Land your dream job or gig to build experience with Canva's high school resume templates to customize and print.

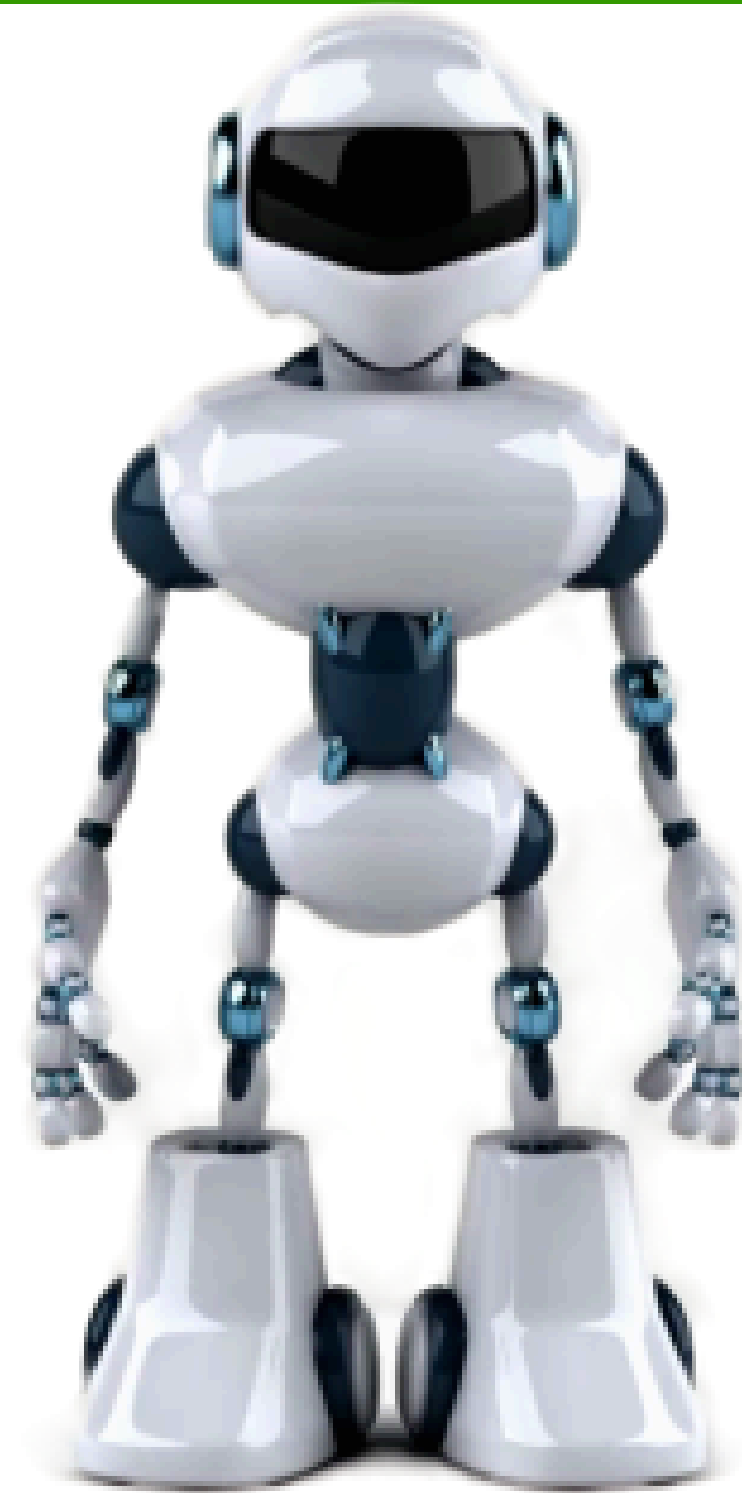
 Canva

Cover Letter

- A one-page document that compliments your resume
- A chance to tell your story!
- Disclosing autism?
- Writing tips
 - Have the job description nearby
 - Check and double check for spelling and grammar
 - Do not use clichés; be specific
 - Use the same font and style as your resume

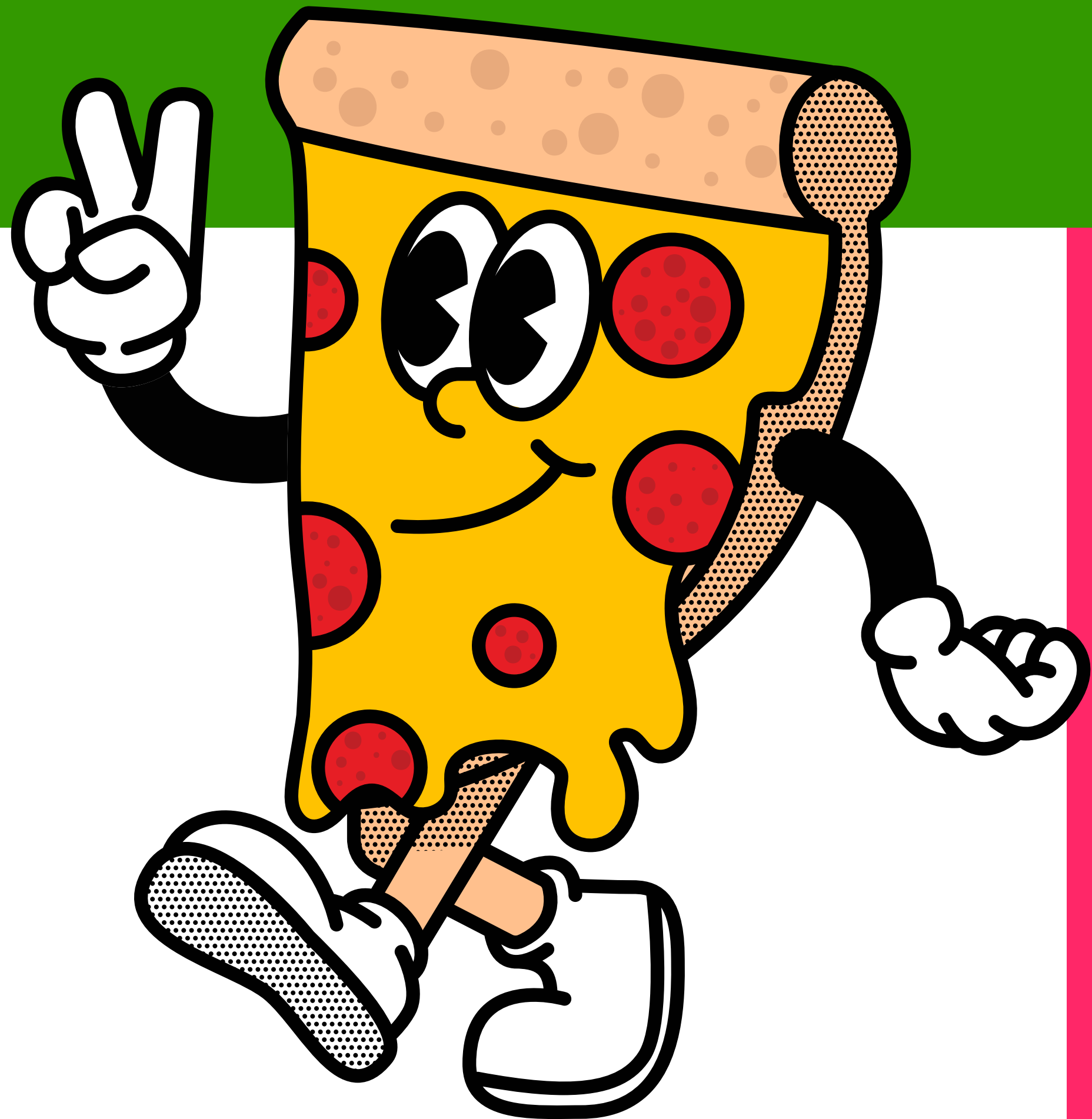


What are Your Thoughts On Using AI?



09

10 minute
break



10

References

- Prepare this list before you apply for a job
- Choose someone who can speak of your skills, abilities, and character
- Who can you ask?
 - School teachers
 - Work experience managers
 - Extracurricular coaches or teammates
 - Volunteer coordinators
 - Friends who know you in a work or volunteer capacity
 - Avoid asking family members



How to Ask Someone To Be a Referee

- Depends on how you know the person
- Let them know which jobs you are applying for
- Where are you in your job search?
- What are the key skills and achievements listed on your resume?
- Give them a copy of your resume
- Make sure to thank them!
- Let them know how an interview went, and if they can be expecting a call



The Interview Accommodations

- Adaptive interviews, including **experiential interviews**
- Asking for questions to be sent beforehand
- Having a job coach present
- Letting interviewers know that eye contact is challenging
- Bringing a notebook to the interview



Tips for Handling a Traditional Interview

- Pre-interview tips
- Common interview questions and what they are **really** asking
- The STAR Method
- Tips for the day of the interview
- Post-interview tips

S T A R

I N T E R V I E W M E T H O D

★
SITUATION

★
TASK

★
ACTION

★
RESULT





Thank You for Joining Us!

Workshop Slide
Presentation

