**CCEPD Job Coaching Careers Policy Recommendations**

**Overview**

The CCEPD’s Employment and Training Subcommittee is exploring potential policy recommendations relating to job coaching that could be made to the Secretary of the Labor and Workforce Development Agency, and the Secretary of the California Health and Human Services Agency.

Given the recent release of the Master Plan for Developmental Services, interest in policy recommendations related to the implementation of the plan’s recommendations has been expressed by members. Some of these policy recommendations may require discussions beyond the topic of job coaching, while some may only focus on job coaching.

Within the scope of job coaching, policy recommendations should include how various resources are provided through service systems. In California, resources are currently incomplete and/or inconsistent across programs. Information should be complete, consistent, and easy to locate. Additionally, resources need to include more awareness about the role of supporting employers. Job coaching resources and trainings should be expanded to understand the employer perspective and ease potential employer hesitations.

In May’s subcommittee meeting, members expressed interest in policy recommendations regarding the preparation and training of job coaching careers within the context previously referenced. Members requested information on related job coaching work in other states. Minnesota, Oregon, and New York were referenced as potential highlights to research.

**Minnesota**

Official trainings for job coaching careers were not found. However, Minnesota’s Department of Employment and Economic Development includes “Job Coaching – Time Limited” among the [job related services](https://mn.gov/deed/job-seekers/disabilities/partners/guide/contracted-services/services/) it provides. There is a [sample job coaching report](https://mn.gov/deed/assets/sample-job-coaching-report_tcm1045-346416.docx) that could be found helpful in the development of any training.

While not a job coaching training, Disability Hub MN, a free statewide resource network that helps people with disabilities solve problems, navigate the system and plan for the future, has developed [a toolkit for supported employment professionals](https://disabilityhubmn.org/for-professionals/work/). The toolkit introduces professionals to steps they can take and tools they can use to help people with disabilities make informed choices about work and reach their work goals.

**Oregon**

Through the [Employment First initiative in Oregon](https://www.oregon.gov/odhs/employment-first/pages/training.aspx?wp4536=p:2#g_dd418683_e800_499f_84aa_897970dc8489), Oregon’s Office of Developmental Services (ODDS) partnered with Clackamas Community College to develop a 64-hour training curriculum called Introduction to Supported Employment (ISE). This curriculum qualifies as continuing education credits for ODDS employment providers. The curriculum includes eight modules which are eight hours each and can be presented as a complete course or individually.

The eight modules are as follows:

1. Setting the Stage for Person-Centered Supported Employment
2. Health and Safety
3. Introduction to Employment Success and Job Coaching
4. Job Coaching: Planning for Employment Success
5. Job Coaching: Communication, Teaching and Coaching Techniques
6. Job Coaching: Challenges and Changes
7. Job Coaching: Documentation
8. Introduction to Job Development and Next Steps

Additionally, ODDS maintains a “Resources for Personal Support Workers (PSWs)” webpage that includes [general resources on becoming a Personal Support Worker Job Coach](https://www.oregon.gov/odhs/providers-partners/idd/pages/psw-resources.aspx#misc).

**New York**

Official trainings for job coaching careers were not found. However, New York’s Office for People with Developmental Disabilities (OPWDD), which is responsible for coordinating services for New Yorkers with developmental disabilities, maintains an [“Employment Training and Supports” webpage](https://opwdd.ny.gov/types-services/employment-training-and-supports). The webpage includes information on programs available, including messaging towards specific groups (students, potential participants, employers, etc.).

**Next Steps**

In the June subcommittee meeting, members should discuss the job coaching resources of the states referenced above and if there are any other states that should be explored. Additionally, members may decide to pursue a presentation from one of the states at the next subcommittee meeting in August. Policy recommendations should be developed and finalized by the CCEPD’s Full Committee in November.