



*"We Help You to Change Your Future"*



## Mission Statement

Our mission is to provide supportive services to persons with social, occupational and interpersonal barriers. We encourage individuals to be independent, have a sense of self worth and to set and attain their vocational and educational goals

**WEDCO Employment Center**  
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**Employment Center**  
**VR SERVICES**



- *DRES - Job Development, Placement & Supported Employment*
- *Work Adjustment Training*
- *Trial Work Experience*
- *Career Exploration*
- *Supported Education*
- *Job Training/Computer Skills*
- *Small Business Consulting*



## Employment Services Job Development & Placement



*Individuals living with disabilities are assisted in the development of techniques used to acquire and maintain career employment*

### **DRES**

#### **Disability Related Employment Services**

Assistance is provided in vocational exploration and job seeking skills to include: Job searching, application process, resume writing, interviewing techniques, appropriate work attire, job coaching and follow up services. Direct Placement assistance and marketing to employers to carve out positions is provided.

**Supported Employment:** Time-limited support, coaching and/or supervision is provided in an integrated community based work setting.

## Services

### **Work Adjustment Training:**

Teaches the value and meaning of work and *modifies behaviors*, as necessary, to achieve competitive employment based on the individual's vocational strengths & limitations. Employers may interpret the position as a Volunteer, Internship or Externship, which may be paid or unpaid.

### **Trial Work Experience:**

A short-term work assignment to provide experience in a real work environment that can be facility- or community-based to determine the client's abilities, capabilities, and capacity to perform in work situations.

### **Career Exploration:**

Assistance with exploring those industries and occupations which the client expresses interest. Introduction to the environment of work and what to expect, including the rewards and demands of competitive employment.

### **Supported Education:**

Provides education, information and assistance regarding but not limited to enrollment, financial aid, campus tours, testing, time management.

### **Small Business Consultation:**

This service provides professional information and guidance to assist an individual to develop a viable business plan to explore the feasibility and potential of implementing and establishing a small business enterprise within the existing professional community. The services provided may include but are not limited to start-up cost analysis, budget projections, feasibility studies, business model viability, economic forecasts and implementation.

## Job Training

Classroom training is designed for individuals who are ready to work but need to obtain and/or enhance their skills. This can be done in a group setting or with individuals one-on-one to improve and/or develop their skills. Each participant will take an initial assessment to evaluate their skill level and then select their individualized program from the following list:

- **Clerical Technology**  
*Administrative/Office Skills*
- **Customer Service Representative**  
*Customer Service/ Call Center*
- **Medical Front Office Procedure**
- **Computer Technology**  
**Microsoft Office**  
*Word, Excel, PowerPoint, Internet Explorer*

