

100% Employment Outcome Session
St. Joseph's/Candler Hospital
Savannah-Chatham County Public School System
Project SEARCH Savannah

1. **St. Joseph's/Candler Hospital**, St. Joseph's location is an urban hospital in Savannah's Southside area and the Candler site is urban, midtown Savannah
2. High School Program
3. Project SEARCH Savannah has been in existence for 5 years
4. Candler has an average of 8 – 10 Total students to date: 35
St Joseph's site has 8 – 10 students; Total students to date: 8
5. Nine Internal Hires:
 - a. 8 full time 1 part time and 1 volunteer
 - b. 9 Nontraditional
6. Twenty-seven External Hires:
 - a. 22 full time and 5 part time
 - b. 8 Nontraditional
7. Day to Day Staff Breakdown: 1 Instructor per site, 1 Job Coach per site
8. Job Development Process:

Job development is done by all team members consisting of instructors and job coaches, site liaisons, Coastal Center for Developmental Services (CCDS), transition specialists and community contacts.

Job development is an ongoing process that occurs from the start of the year but is strongly implemented after the first rotation. Job development activities are internally done by the instructor on an ongoing basis. External job development from CCDS staff is also ongoing but focuses more on intern skills that match the needs of host businesses in the community.

The Instructor and Job developers work together through the Employment Planning Meetings. Intern strengths, areas in need of improvement and desired outcomes are considered during each meeting with input from site mentors as much as possible. Interns develop their resumes after each rotation and complete the vocational and training Profile. Family members are included in the job search process as much as possible to ensure student success. Using all information gathered, the committee will brainstorm to determine potential jobs, develop leads, and ultimately match the intern to his or her desired outcome.

The Job Developers (Employment Specialist) from CCDS are not usually the job coach for the interns; there are specifically trained Coaches from the job placement agency.

9. Strategies for Job Placement Success:
 - a. Disabilities Awareness Activities: Promotional activities were held at both hospitals for Disability Awareness month. Interns passed out brochures and provided program information to hospital employees and the public.

- b. **Data Collection:** Instructors obtain a job description for an entry level position in each of the rotation sites. Skills data is collected as Mastered, In Progress, Needs Improvement or Reported (but not observed) for each intern. The Rotation Charts can also be used to help the mentors identify skills still available for introduction, areas on improvement and gaps in skill set for job requirements.
 - c. **Selection Process:** The Savannah PS selection process is a multi-step process. Students are recommended by the Transition Specialist from each high school. Applicants then complete a packet of information and obtain 3 teacher recommendations. Applications are scored by a screening committee using a rating rubric. Students participate in an interview with the VR counselor, HR director from SJ/C, and Community Employment Agency representatives. Rubric scores from the interview are combined with the packet scores for a total. This process has evolved over the past 4 years and is designed to objectively select the best applicants.
10. **Family Involvement in EPM:** Employment Planning Meetings are scheduled at the beginning of the school year and include interns, family, rotation mentors and/or supervisor, instructor, job coach, community agency representatives, vocational rehabilitation and transition specialists.
11. **Family Involvement:** Family involvement is emphasized in the Orientation Meeting prior to the start of each school year. The Project SEARCH Family Involvement PowerPoint was used for the first time this year at the Orientation meeting to give parents a clear understanding of their roles and responsibilities during their child's participation in PS.
12. **Marketing Strategy for Program Selection and Awareness:**
- a. Interns and graduates are involved in speaking to potential candidates at their local high schools and for talking to groups for awareness and potential involvement of the community.
 - b. Project SEARCH students and the program are highlighted in the SJ/C internal newsletter "Smart Talk" as well as the publication from CCDS "The Connection".
 - c. Several former Project SEARCH interns have been recipients of the President's Award at the Night of Champions hosted by the Low Country Down Syndrome Society.
 - d. During Disability Awareness Month interns man a table outside of the cafeteria and provide flyers and information to hospital staff and guests about Project SEARCH. The sign posted states to please ask about the interns' "Abilities". Each student completed a triptych containing resumes, pictures of them working in their department and business cards. Students answer questions and provide contact information for interested departments.
 - e. Tours are available of the Project SEARCH sites to parents and families, potential students, employers and agency representatives. Interns lead the tours and are able to explain their job within each department.