



Atrium Medical Center, Middletown OH

- 1. Name and location of Host Business site (urban, suburban, rural)**
 - a. Atrium Medical Center, Middletown Ohio - Urban
- 2. Adult program or High School program**
 - a. High School Transition Program
- 3. How long has your Project SEARCH program been in existence?**
 - a. Going into its 7th year
- 4. Number of students**
 - a. 12 interns per year
- 5. Number of Internal Hires – 2 internal hires for 2011-2012 school year – 20+ internal hires over the past 6 years**
 - a. Number of part time and full time jobs – 2 full time jobs this year
 - b. Traditional jobs / non-traditional jobs-both traditional jobs (housekeeping and food prep)
- 6. Number of External Hires- 1 intern 2011-2012 school year**
 - a. Number of part time and full time jobs –full time job
 - b. Traditional jobs / non-traditional jobs- traditional (gas station attendant)
- 7. Day to Day Staff Breakdown (Teacher, how many job coaches)**
 - a. One instructor and three job coaches to 12 interns
- 8. Who does job development and what does that look like (time spent on job development, when does it begin in school year, does the teacher do the majority or does the job developer do the majority, how does the teacher and job developer work together, is the job developer also the job coach)**
 - a. The job developer is also the lead job coach. The developer and instructor work together through the year to teach interns about interviews, finding jobs, etc. The developer starts the job hunt around March and works with the interns during the class time with the instructor. The instructor aids the developer in any way necessary. The developer also stays with the interns up to a year after SEARCH is finished on their caseload. She spends 1 hour per week per intern for contact hours after the program year is over. The developer works with the instructor during the school year but then takes over during the summer.
- 9. What special strategies, events and activities do you do that helps to guarantee your success?**
 - a. One major thing that helps is when you respect the interns and treat them like adults. When you respect them, they respect you. Mutual respect is essential to these young adults taking in your advice.
 - b. We have several team building days, even a field trip to come together as a team. We play games that include trust and acceptance.
 - c. Three SEARCH sites in Butler County come together twice a year to have professional development days. On these days the interns learn etiquette, how to get properly groomed, and have sessions devoted to their needs.
- 10. Family involvement in Employment Planning Meetings**

- a. The family involvement in our monthly meetings really depends on the family. This past year, there was only 1 out of 12 families that did not show up every time. One intern did a phone conference with her mother which worked out nicely. Sometimes it is difficult to have parents come that are working several jobs, going to school, and taking care of a growing family. Being flexible and coming up with unordinary ways to meet sometimes is the answer. When in the meetings, the families have time to ask questions and give their opinions. They feel more a part of the team when they are heard by the group and this makes them want to come back to share.

11. Family Involvement overall

- a. As stated in the previous question, our parent involvement has been good. For the most part, our parents come to things that we ask them to come to. These are things like orientation, open house, planning meetings, etc. For some families it is difficult because they can have up to an hour drive to the site. The more you encourage the families to get involved the more they do. Not all families are this way and sometimes there is not a lot you can do about it except to keep encouraging.

12. Marketing strategy overall for program selection and awareness

- a. Marketing strategy for job development – Our marketing strategy has everything to do with connections in the community. Any time we can, we make sure to let the community know who we are and what we are all about. This way word spreads and employers want to have our interns work for them. We do searches on the internet and travel to business sites personally to look for jobs and make connections with business sites.