

# Preparing for Work:

Tips and tools for and by individuals with disabilities

## IDENTIFYING YOUR IDEAL CONDITIONS AND PREFERENCES FOR EMPLOYMENT

**Conditions** for employment are elements or circumstances you *NEED* to succeed at work. They could be related to health issues, family responsibilities, and so on.

**Preferences** for employment are things that are nice to have – but not something you *NEED* to succeed at that job.

Different people may have different conditions and preferences based on personal circumstances. Take a look at the box below for some elements you can consider when identifying your own conditions and preferences.

Element	Description	Examples
<b>Time</b>	Job hours, lengths of shifts	Days, weekends, nights, graveyard shift  4, 8, or 12 hour shifts
<b>Tasks</b>	What kind of work you do	Hands-on work  Computer work  Heavy lifting  Sitting all day
<b>Environment</b>	Where you work	Noisy Quiet  Inside/Outside  Work alone  Work as part of a team

*More videos and resources found at:*

<https://drexel.edu/autisminstitute/research-projects/projects/Transition-Pathways/>

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Element	Description	Examples
Pace	Speed of work	Relaxed
		Fast-paced
Travel	How you get to work	Bus/train
		Need a ride
Communication	How information is sent or received	E-mail
		Verbal
		Texting
		Communicate rarely with coworkers
		Communicate often with coworkers

*You can brainstorm your own personal conditions and preferences to help you in your job search. Take a look at the example, then fill out your own conditions and preferences in the blank table on the following page.*

*For each element, think about what helps you do your best and write it in the column. Then, think about if this is a condition or a preference for an employment. If it's something you **need** to succeed at a job, check the **C** column. If it's something you would **like**, but don't need, check the **P** column.*

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Element	What helps you do your best?	C	P
Time you work	Start work at the earliest 9am		X
Types of tasks you perform	Hands-on work		X
The work setting or environment	Quiet, able to listen to music if I want to		X
Pace or speed of work	Medium pace – not too fast	X	
How you get to work	Worksite near a bus stop	X	
What kind of communication	Feedback is given to me often. Verbal and written is OK	X	
Other	Boss is flexible with hours		X

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Element	What helps you do your best?	C	P
Time you work			
Types of tasks you perform			
The work setting or environment			
Pace or speed of work			

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Element	What helps you do your best?	C	P
How you get to work			
What kind of communication			
Other			

*\*Resource adapted from: LEAD Center, Guided Group Discovery / 2019 Edition*

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