



STEPS TOWARDS THE ASSET MODEL APPROACH TO WORKING WITH JOB SEEKERS

- ✿ Communicate expectations and ground rules clearly
- ✿ Follow-up regularly
- ✿ Maintain respect, confidentiality and bi-directional accountability to ground rules at all times: Ensure a safe environment
- ✿ Utilize multiple, creative techniques to get your message across
- ✿ Respond to job seeker recommendations and incorporate them creatively
- ✿ Provide support in risk-taking
- ✿ Listen actively – and not just to formulate a response
- ✿ Foster job seeker participation in all organizational services
- ✿ Involve/require the job seeker to do their own planning (goal setting and prioritizing)
- ✿ Display high expectations of the job seeker
- ✿ Ensure that the job seeker is instrumental in decision making and assist them in understanding why they are doing something, what the intended outcome is and what the potential positive/negative ramifications may be – in other words, utilize a client-centered approach
- ✿ Allow for failures, but foster a setting to learn from them
- ✿ Involve job seekers in setting rules and apply rules consistently: All stakeholders should hold each other accountable (top to bottom, bottom to top)
- ✿ Set and keep appropriate boundaries and limits
- ✿ Understand (and train all staff to understand) the potential cognitive, social, emotional, behavioral, and/or physical issues as they pertain to your targeted population
- ✿ Help job seekers identify and actualize their strengths
- ✿ Roll with, do not confront, resistance
- ✿ Acknowledge and celebrate efforts (“put-ups”) EVERY DAY
- ✿ Create challenges in your program – make it interesting, provocative, and fun!