

## Graphic tools for self-assessment process implementation with people with disabilities

An activity for trainers, career guidance counsellors, employers and professionals in human resource departments enabling a collaborative process.

For trainers/counsellors:

- Material: worksheet/template with predesigned structure (see below), colour pencils or smaller crayons.
- Duration: 60 minutes.
- General Instructions: the aim of both exercises is better understanding of the job seeker and providing a collaborative environment for support planning including self-assessment, positive orientation points and understanding personal traits, strengths, confidence built up and empowerment.
- Suggestions: both exercises are intended at collaboration with participants with disability – individual work and initiative is supported from the trainer in a respective manner and when and where needed. If implementing both exercises, firstly do the “Personal Traits” and afterwards the “individual planning”. Depending on your educational setting or welcome protocol activities you must evaluate whether to skip the first one and move to the second.

### Personal traits

Description:

- Prepare a worksheet, adjusted to the needs of your participants (colour, size, format; paper, board or other).
- The worksheet can be adjusted in many ways: you might explore personal traits and pre-define them; you can focus on strengths and qualities by letting participants develop feedback to pre-defined simple statements (i.e. “I am talkative”).
- You can predefine and suggests some personal traits organised in a thematic contrast (i.e. talkative vs. silent). It enables to reflect on oneself as there are now wrong or right answers, as each person is unique and has different

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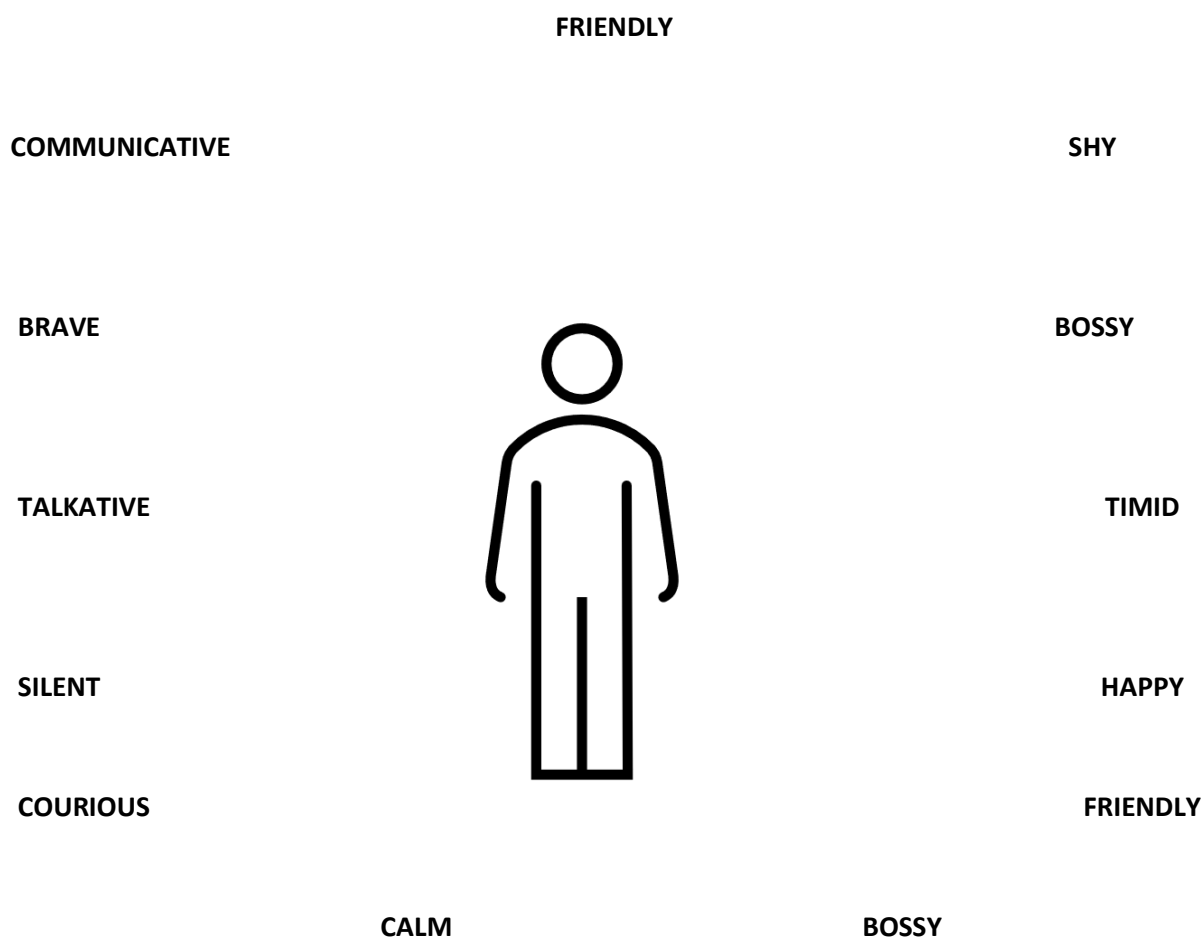


moments where different traits come into action – the template can help you elicit conversation on that matter after the exercise.

- Instead of template with the “person icon” you can give to the participant a blank sheet of paper and invite to draw a picture of himself similar as a reflection in the mirror.

Alternatively, you can also hand out different traits with emoticons, described on small pieces of papers or post it notes, that include different traits a person can have “communicative, creative, independent, etc.” Invite the participant to pin /paste these traits around his drawing. Afterwards invite him, to let you know about what he/she is most proud of in his life.

## MY PERSONAL TRAITS



## Individual planning

Description:

- Prepare a worksheet, adjusted to the needs of your participants (colour, size, format; paper, board or other).
- Planning for job placement can be a challenge in general so you can continue with this exercise that starts to tackle the field of work and employment, by promoting awareness among participants to detect fields / tasks / occupation most suitable or interesting to them.
- Cluster of questions as proposal:

- **Interest inventory**

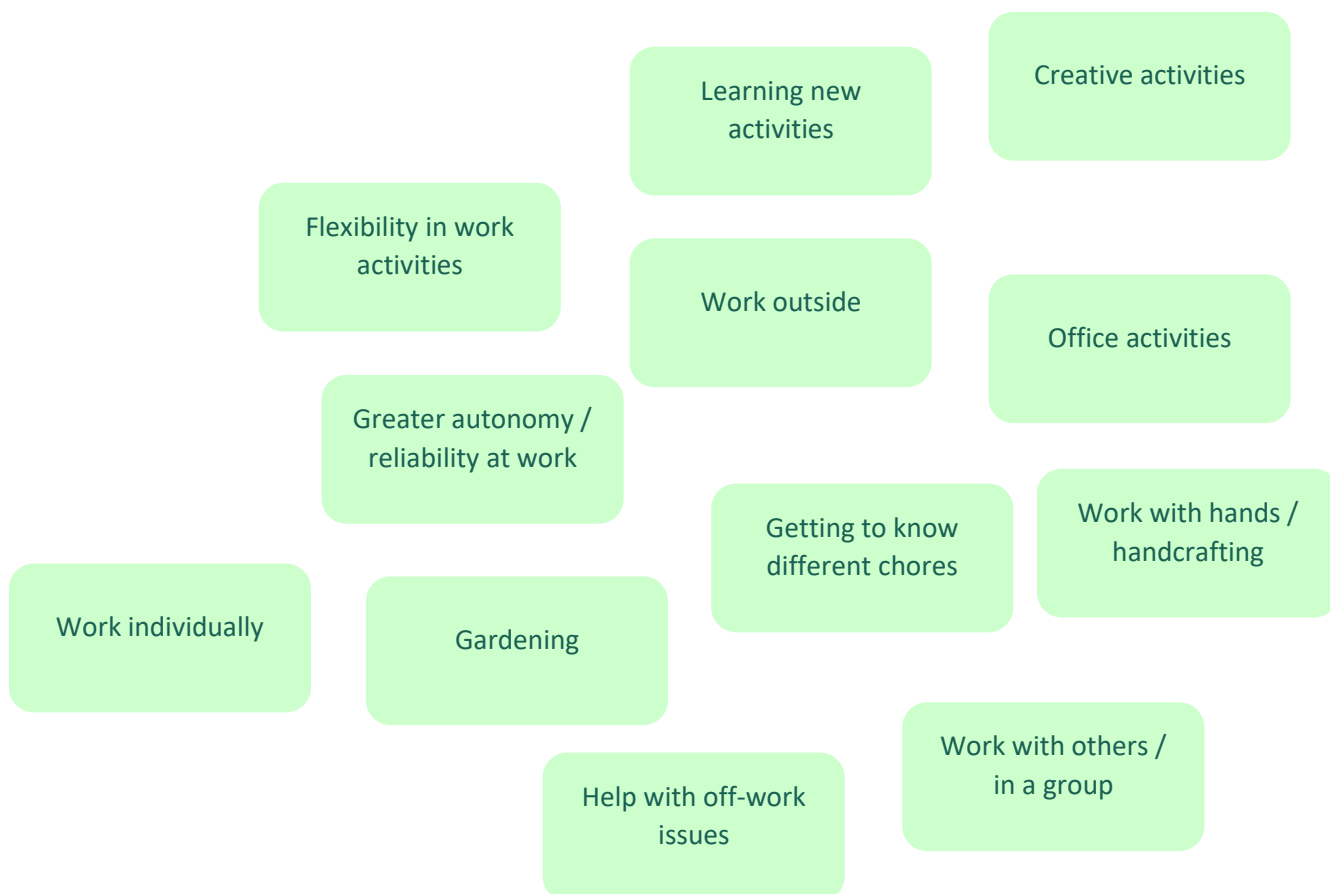
**Likes and dislikes** - the questions can be related to various job tasks, work environments, and industries. The responses can help identify the types of jobs that the individual might enjoy:

- *Do you like working indoors or outdoors?*
- *Do you prefer working alone or in a team?*
- *Do you enjoy helping others?*
- *What are your favourite hobbies or activities?*

- **Work Values Inventory**

Questions to determine the individual values in a job (e.g., helping others, earning a salary, flexible schedule).

What would be important to you within employment:



Work values inventory can be further addressed (within each of the values chosen):

- *What do I like?*
- *What am I good at?*
- *What does it take to be good at this?*
- *What are my advantages?*

- Pictograms can be used instead word format as values.

