



Tool box

BENEFIT CARDS





Benefit Card

Job Counsellors

Job counselors play a vital role in supporting autistic individuals in their employment journey. By offering tailored guidance and advocating for inclusive hiring practices, they can help job seekers successfully navigate applications, interviews, and workplace integration. To enhance their effectiveness, counselors should focus on understanding the unique strengths and needs of autistic candidates. This involves assessing their skills, preferences, and work environment requirements, while emphasizing strengths such as attention to detail, logical thinking, or specialized expertise. Counselors should also identify potential challenges in the job search process and develop strategies to overcome them. Additionally, they can educate employers about reasonable accommodations and inclusive onboarding practices, encouraging clear communication, written instructions, and structured feedback. By helping candidates establish workplace routines and access support networks, job counselors can significantly improve the employment outcomes and long-term success of autistic individuals in the workforce.

**Bridging the gap
between talent
and opportunity**

Candidate Support Checklist

- ☐ Understand the job seeker's strengths and preferred work environments.
- ☐ Assist with job searching and matching candidates to suitable roles.
- ☐ Guide CV and cover letter preparation, emphasizing skills and experience.
- ☐ Conduct mock interviews and prepare candidates for different interview formats.
- ☐ Teach self-advocacy strategies and how to request workplace accommodations.
- ☐ Educate employers on inclusive hiring and onboarding practices. Provide guidance on workplace adjustments and communication strategies.
- ☐ Encourage career development through training, mentoring, and peer networks.

Long-Term Career Development

- Connect job seekers with mentoring programs, coaching, or peer support networks.
- Encourage continuous learning opportunities to build confidence and professional skills.
- Support employees in navigating workplace interactions and career progression.

Name

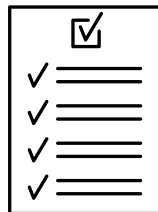
Position

Description



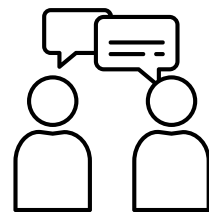
Strengths and Needs

Understanding the strengths and needs of autistic job seekers is key to successful employment outcomes. This involves assessing their skills, preferences, and work environment needs, while focusing on strengths like attention to detail and logical thinking. Identifying potential challenges in the job search process and developing strategies to overcome them can also help support these individuals in finding meaningful employment.



Job Applications

- Help candidates interpret job descriptions and match their skills to roles.
- Support in creating structured, strengths-based CVs and concise cover letters.
- Guide candidates in highlighting relevant experience, including volunteer work and personal projects.



Preparing for Interviews

- Conduct mock interviews to help candidates practice answering common questions.
- Teach self-advocacy skills, such as requesting accommodations (e.g., alternative interview formats).
- Provide strategies to manage interview-related anxiety, such as using written responses or structured practice.

Workplace Integration and Support

To foster a more inclusive work environment, it's essential to educate employers about reasonable accommodations and inclusive onboarding practices. This includes encouraging the use of clear communication, providing written instructions, and offering structured feedback to ensure that all employees feel supported. Additionally, helping candidates establish consistent workplace routines and access support networks can significantly enhance their integration and success within the organization. By implementing these strategies, employers can create a more inclusive and supportive workplace culture.