



Customized Employment Team Roles

A Customized Employment team is a group of dedicated individuals who all jointly take some responsibility for the job seeker's job search and employment process to align with their unique strengths, interests, and needs. The job seeker is the ultimate decision-maker and is the center of the customized employment process.

Team Member	Role
Job Seeker	<ul style="list-style-type: none">• Lead the process by sharing interests, strengths, and goals.• Make final decisions on job choices and tasks.• Participate actively in all meetings and activities.• Communicate preferences for work environments and tasks.• Provide feedback on job experiences and supports needed.
Guardian & Other Team Members	<ul style="list-style-type: none">• Support the job seeker's decisions and autonomy.• Provide input on the job seeker's needs, preferences, and strengths.• Assist with coordination of supports if needed.• Support the job seeker in meetings and discussions.• Help ensure the job seeker understands their options and choices.
Person Who Lives w/ Job Seeker	<ul style="list-style-type: none">• Share observations about the job seeker's daily activities and strengths.• Support the job seeker in their employment pathway.• Assist with transportation or other daily needs.• Provide emotional and practical support at home.• Help implement any strategies or supports recommended by the team.
Vocational Rehabilitation Counselor	<ul style="list-style-type: none">• Guide the Customized Employment process & ensure it meets VR goals.• Authorize services and provide ongoing support.• Coordinate with the team to align with the job seeker's plan.• Monitor progress and adjust as needed.• Ensure the job seeker receives all necessary assessments and services.
DDD Support Coordinator	<ul style="list-style-type: none">• Ensure the job seeker receives necessary services and supports.• Assist with funding for extended services if needed.• Coordinate with the Customized Employment team & monitor progress.• Help connect the job seeker to community resources and services.• Facilitate communication between the job seeker, family, and other team members.
Employment Specialist	<ul style="list-style-type: none">• Guide the job seeker through the Discovery process to identify strengths & interests.• Develop customized job opportunities by partnering with employers.• Lead team meetings and ensure all members are aligned with the job seeker's goals.• Provide job coaching and support, gradually reducing assistance as the job seeker gains independence.• Continuously monitor and adjust the employment plan to ensure long-term success and satisfaction.

This project is funded by the Arizona Vocational Rehabilitation program and is aimed at developing partnerships, creating capacity, and enhancing employment outcomes for Arizonans with the most significant disabilities. (Project: Customized Employment Pilot)