

WORKABILITY III



What is Workability III?

Workability III is a collaborative program between the Department of Rehabilitation (DOR) and the North Orange County Community College District (NOCCCD). Workability III assists NOCCCD students with disabilities in obtaining meaningful and competitive employment.

The Workability III program at North Orange Continuing Education (NOCE) assists students with three components: Job Development, Job Placement, and Job Retention. In addition to the supports NOCE staff provides, program participants are eligible for services through the DOR including but not limited to transportation reimbursement, employment costs, and assistive technology.

To Join, Applicants Must:

- Be 18 years or older
- Have a verifiable disability
- Be enrolled in NOCCCD (NOCE, Cypress College, Fullerton College)
- Be a consumer of the Department of Rehabilitation (WAI staff can help you establish services)
- Be ready to work independently

Employment Preparation

The first phase of the Workability III Program is the Employment Preparation, where students can learn and practice the skills needed to get the job they want. Our staff assists with:

- Skills assessment to determine student's abilities and interests.
- Interview techniques and mock interviews
- Proper attire, behavior, and work practices for the interview as well as the job
- Resume, cover letter, and reference sheet development
- Overcoming barriers to employment and identifying necessary accommodations
- Increasing communication and advocacy skills

Job Development and Placement

The second phase of the Workability III Program is Job Development and Placement. Program participants will work one on one with their vocational specialist and have access to our Work Skills Lab where they will work on:

- Job search techniques
- Completing applications
- Identifying and pursuing job leads
- Interview skills
- Accommodation counseling
- Job placement

Additionally, WAI Vocational Specialists will work with employers to identify employer incentives for hiring adults with disabilities.



www.noce.edu



ABOUT NOCE

A member of the North Orange County Community College District (NOCCCD), which also includes Cypress College and Fullerton College, NOCE has been cultivating change for over 80 years with educational programs and services from high school completion, English-language acquisition, career technical education training, and self-development courses. NOCE serves nearly 35,000 students annually, ranging from preschoolers to seniors, at three Center locations in Anaheim, Cypress, and Fullerton as well as more than 100 community locations. Accredited by the Western Association of Schools and Colleges and part of The California Community Colleges, all NOCE courses are approved by the State of California. NOCCCD's North Orange Continuing Education -

Change. Cultivated.



Accredited by the Accrediting Commission for Schools, Western Association of Schools and Colleges 533 Airport Blvd, Suite 200 Burlingame, CA 94010 Website: www.acswasc.org

NOCE Center Locations



Anaheim Campus
1830 W. Romneya Drive
Anaheim, CA 92801
714.808.4645



Cypress Center
9200 Valley View Street
Cypress, CA 90630
714.484.7038



Wilshire Center
315 E. Wilshire Avenue
Fullerton, CA 92832
714.992.9500

This brochure was made possible by funds from the Student Equity Plan to promote student success for all students.

Job Retention

Workability III staff acts as a liaison between the student and employer to ensure student success on the job. Students will remain in contact with their vocational specialist for at least the first 90 days of employment. Retention services include but are not limited to:

- Self-advocacy on the job
- Impact of employment on SSI and other benefits
- Career advancement counseling

How to Apply:

Workability III is ready to get to work! Contact our office directly at 714.808.4702, or email us at workability3@noce.edu.

Participation Policy:

Workability is a program geared towards seeking and finding employment for work-ready adults with disabilities. Workability participants are expected to treat participation as they would an actual job. Participants cannot be late to or miss their meetings with Workability staff without prior notice or they are subject to removal from the program.

DSS Department Office
9200 Valley View Street, NOCE 101
Cypress, CA 90630
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