ISETT's mission is to provide quality, affordable training and consultation to Indiana professionals involved in the delivery of supported employment services.

Employment Specialist training is brought to you through the combined forces of ISETT and the Center on Community Living and Careers at Indiana University’s Indiana Institute for Disability and Community. Since ISETT’s inception, the team has trained and certified over 2,750 employment specialists in the state of Indiana. Past participants include job coaches, teachers, job developers, parents, mental health professionals, vocational coordinators, and state agency staff and Work One personnel.

The Training Team
Patrick Sandy is vice president of Rehabilitation Services, Crossroads Rehabilitation Center and co-owner of Sandy/Savage & Associates, Inc., consulting and training. He has over 25 years experience providing services to people with disabilities, most of which have focused specifically on employment and training.

Steve Savage co-owner of Sandy/Savage & Associates, Inc., is a teacher, trainer, and consultant. After working for over 25 years in the employment field, Steve now spends his time teaching and consulting across Indiana.

Suzi Rinne is executive director, Options. For the last several years, her work has emphasized supported living, supported employment, transition planning, and conversion to community-based services for people with disabilities.

Connie Ferrell is owner of Integrated Services, a consulting and training company and has 30 years of experience in this field including community employment, residential and pre-vocational settings and has served as counselor for people with disabilities and their families.

Adjunct Training Team
Margaret Gilbride: Coordinator, Center on Community Living and Careers, Indiana Institute on Disability and Community
Sheriene Knox: Vice President, Employment Services, Hillcroft Service
Jackie Tijerina: Coordinator, Center on Community Living and Careers, Indiana Institute on Disability and Community

Employment Specialist Certification
Participants are required to complete all assignments in the online portions of the training and attend the two face-to-face meetings to receive a competency-based certificate from Indiana University. CEU, CRU and PGP (Professional Growth Points) are available.

The Schedule
Session 1 runs August 29 through September 18. The face-to-face meeting for session 1 is September 12.

- Overview
- Laws and Policy
- Values
- Vocational Rehabilitation Overview
- Person-Centered Planning
- Strategic Plan Development
- Job Development
- Marketing
- Matching Support Need

Session 2 begins September 19 through October 9. The face to face meeting is October 3.

- Worksite Analysis
- Resource Mapping
- Teaching Strategies
- Task Analysis
- Assistive Technology
- Job Supports

Note: Both online sessions and face-to-face components are required for this training. Face-to-face training is from 8:30 a.m. to 4 p.m. at Easter Seals Crossroads in Indianapolis. Registration will take place from 8:30 to 9 a.m.
We continually update our training program to include the newest industry trends and best practice approaches. Some of our recent participants have said:

“Speakers were very informative and easy to understand. They gave creative solutions to underlying issues we confront daily in this business.”

“The materials provide an excellent resource for me to use in doing my job. I am so excited to go home and implement everything I learned.”

“Hands down the best training and most practical training program I have ever attended.”

Registration Specialist Online/Blended training is $400. While funds last, however, ISETT and the Center on Community Living and Careers are offering a $200 per-participant discount. To qualify, just complete the registration form and have your supervisor sign the box below.

Participant
Name____________________________________

I will support our staff person to complete the online training, provide time and opportunity for online work, and will support/mentor the staff in implementing the content upon completion of the training.

Supervisor’s Signature __________________________________________

Date____________________________

Cost: $400 per person (See note on $200 per-participant discount, above).

Check enclosed #____________________ or Purchase order #____________________

All registrations must include a check or purchase order number. Registration fees are not refundable unless notice of cancellation is received two weeks prior to training.

Make check or purchase order payable to ISETT.

Mail to: Sandy Savage & Associates, Inc.
530 East 70th Street
Indianapolis, IN 46220

Payment questions? 317-466-1000
(Ask for Patrick Sandy.)

Registration Deadline: August 15, 2011

A confirmation letter including instructions to access the course will be sent following receipt of the registration and payment.

Questions about the online training? Contact Jackie Tijerina, jtijerin@indiana.edu, or call 812-855-6508.