

# Career Success Shop



A step-by-step workshop program designed to help adults with ASD develop the necessary job readiness skills to jump-start your career search

## Program Overview

### UNIT ONE - SELF ASSESSMENT

#### Session 1

Matching Your Skills to Occupations  
Matching Your Work Values to Careers

#### Session 2

Matching Your Interests to Career Options  
Jobs That Fit Your Skills, Values and Interests

### UNIT TWO - RESUME & INTERVIEW SKILLS

#### Session 3

Preparing a Job Resume  
Importance of a Cover Letter

#### Session 4

What to Wear and Bring to an Interview  
Answering Interview Questions

### UNIT THREE - JOB SEARCH SKILLS

#### Session 5

Preparing Your 30-Second Commercial  
Managing Your Online Image

#### Session 6

Completing Applications  
Searching for Jobs Online

### UNIT FOUR - CREATING A PLAN

#### Session 7

Creating an Employment Plan  
Setting Long-Term & Short-Term Employment Goals

#### Session 8

Setting Up a Job Search Schedule  
Managing Employer Initial Contacts

### UNIT FIVE - MANAGING CHALLENGES

#### Session 9

Managing Stress  
Handling Conflicts in the Workplace

#### Session 10

Overcoming Possible Hurdles  
Disclosing Your Disability

### UNIT SIX - KEEPING YOUR JOB

#### Session 11

Collaboration and Team Skills  
Navigating Public Transportation

#### Session 12

Reviewing Company Benefits  
Keeping Your Job

## Program Fee

**\$388 Group • \$488 Individual**

### ASD Adult Achievement Center, Inc.

283 Cranes Roost Blvd • Suite 111

Altamonte Springs, FL 32701

[www.asdachievement.org](http://www.asdachievement.org)

Ph 407-463-3857

ASD Adult  
Achievement  
Center



Empowering ASD adults with knowledge for successful living