



AwtistiaethCymru.org AutismWales.org

**Exploring Employment: How to find and
keep the job or career that's right for you.**

This booklet will provide information about each workshop included in the National Autism Team's employment event, 'Exploring Employment'.

Date: **3rd December 2021**

Time: **10am-12:45pm**

Location: **Zoom**

Sign up: **autismwales.org**



Introduction

This booklet will help you to choose which workshops you would like to attend at the event.

It will outline what the workshop is about and who is running the workshop.

You are able to choose two workshops to attend during the live event. You can choose these workshops via the Zoom event sign up link. Each workshop will last for 40 minutes.

All workshops will be recorded. You can watch the recordings of all workshops on the Autism Wales website after the event.

Workshop 1: Communicating your needs to your employer

What is this workshop about?

This workshop will focus on how to understand what your needs are in relation to employment and how to communicate these needs to your employer in an effective way. It will have a particular focus on reasonable adjustments. It will provide information about what reasonable adjustments you are entitled to as an employee and will offer advice about how to communicate the need for these reasonable adjustments to your employer in an effective way. It will also touch upon different ways that you can tell your employer that you are autistic.

Who is running this workshop?

This workshop is run by Autistic Minds. Autistic Minds is the new name for the Autism Directory charity. 60% of the team at Autistic Minds are autistic. Autistic Minds deliver a range of charitable ventures and services, including employment training programmes for autistic adults, the biggest free to attend autism shows in the U.K. and the Autistic Minds HelpHub, a helpline managed by their autistic staff. Their collective lived experience of autism informs and guides how they create and deliver their services.

autisticminds.org.uk/

Workshop 2: Understanding your employment rights and responsibilities

What is this workshop about?

This workshop will provide an understanding of what your employment rights are and what your responsibilities are as an employee. It will provide information about key employment legislation. It will also provide information about how to use your employment rights and what organisations to go to when your rights are not being respected by your employer. It will also provide some suggestions for how to communicate your rights to your employer in an effective way.

Who is running this workshop?

This workshop is run by Disability Wales. Disability Wales is the national association of disabled peoples organisations in Wales. Disability Wales 'promotes the adoption and implementation of the Social Model of Disability, which identifies that it is environmental, organisational, and attitudinal barriers that disable people and prevent their full participation in society not their medical conditions or impairments'.

disabilitywales.org

Workshop 3: Managing your mental health and wellbeing at work

What is this workshop about?

This workshop will provide information about how to manage your mental health and wellbeing in relation to work. It will provide information about how to identify when something is causing you stress. It will provide practical solutions for dealing with those situations when they arise, as well as how to avoid burnout. It will also provide information about the importance of setting boundaries for maintaining your wellbeing, and how best to communicate those boundaries to your employer and fellow employees.

Who is running this workshop?

This workshop is run by Autism Wellbeing. Autism Wellbeing is a not-for-profit social enterprise based in Carmarthenshire. They are 'a team of professionals who work collaboratively with autistic people and their families' (Autism Wellbeing website). Within Autism Wellbeing's directors, there is lived experience of autism, dyslexia and dyspraxia. Autism Wellbeing offer a range of services including free online resources, training courses in sensory trauma, interoception and the 'just right state'.

autismwellbeing.org.uk

Workshop 4: Flexible working

What is this workshop about?

This workshop will outline what flexible working is and examples of flexible working policies. It will provide attendees with information about what issues you need to think about to determine whether flexible working is the right option for you. It will also provide information about how to know what flexible working options are available to you – both in your current employment and in jobs that you are applying for. It will provide some ideas for how to make flexible working work for you.

Who is running this workshop?

This workshop will be run by Careers Wales. Careers Wales provide independent and impartial careers information, advice and guidance for people of all ages across Wales. They provide in person advice, support and guidance at their centres and partner locations, as well as online, over the phone and via social media. They have a range of resources on their website and offer a range of services, including working closely with schools and colleges.

careerswales.gov.wales



Workshop 5: Interviews

What is this workshop about?

This workshop will outline what to expect in an interview and key interview skills. It will provide information about how to answer certain interview questions and how to best showcase your skills during an interview. It will also provide information about what reasonable adjustments you can ask for during the interview to make the experience accessible and comfortable.

Who is running this workshop?

This workshop will be run by All Wales People First. All Wales People First is the united voice of self-advocacy groups and people with learning disabilities in Wales. All Wales People First is an organisation for people with a learning disability, which is led by people with a learning disability. All Wales People First share knowledge and information to achieve equal rights and a positive image for people with a learning disability.

peoplefirstwales.org.uk



Workshop 6: Identifying your skills and interests and a job or career that is meaningful for you.

What is this workshop about?

This workshop will provide information about tools that you can use to help you to identify what your skills and strengths are. It will also provide information about tools that you can use to identify what your passions and interests are. The aim of this session is to help you to identify a job or career that you would find meaningful and would be right for you.

Who is running this workshop?

This workshop will be run by Working Wales. Working Wales is a new service which allows anyone over the age of 16 to access expert advice and guidance to help them to overcome the obstacles they are facing, so that they can get into, or back into, employment. They offer a wide range of support including job searches, confidence building and finding work tasters. They provide bespoke support tailored to the needs of the individual, with the aim to empower people to channel their motivation into success.

workingwales.gov.wales

Next step? Sign up for the event!

Now you've read through this booklet, it's time to **sign up to the event and choose your workshops.**

Sign up using this link:

https://us02web.zoom.us/meeting/register/tZMkceGsrjwqH93_Fr7IkJt4_hDcn1T4zaeZ