



We are surrounded by an awesome community! It is a busy place and provides our clients with many opportunities to communicate with others throughout their day.

Program Foundation:

The Inclusive Employment Program offers services and supports to a population of individuals that truly desires to work in their community and socially engage with people without disabilities. Our program uses a Person-Centered Planning model and aspects of Customized Employment to meet the needs of each individual.

The Owner:

Penny Greyhosky has 30+ years of experience in the field of Special Education. She is dedicated and passionate about inclusive opportunities for individuals with disabilities. Community members have referred to Penny as a “visionary” or “pioneer”. She embodies the values of the program and is enthusiastic about the mission of the program. Penny strives to guide and support adults with disabilities, “one client at a time”.

Schedule for the Inclusive Employment Program

Monday:

9:00-9:30 Morning Routine/Review of Daily Schedule/
Schedule for the Week
9:30-1:30 Worksites at the Facility/Social Skills Instruction/
Job Development
1:30-4:00 Community Participation

Tuesday:

9:00-9:30 Morning Routine/Review of Daily Schedule
9:30-11:00 Menu Preparation/Type Shopping Lists/Review
Recipes
10:00-12:30 Unpack Groceries/Break/Money Management
12:00-4:00 Community Participation/Lunch in the
Community

Wednesday:

9:00-9:30 Morning Routine/Review of Daily Schedule
9:30-11:30 Work Site at Facility/Social Skills Instruction
11:30-12:45 Lunch/Break/Departure for some clients
12:45-4:00 Job Coaching in the Community

Thursday:

9:00-9:30 Morning Routine/Review of Daily Schedule
9:30-1:00 Cooking/Eat Prepared Meal or Packed Lunch
1:00-2:00 Wash/Dry Dishes/Kitchen Prep
2:00-4:00 Community Participation

Friday:

9:00-9:30 Morning Routine/Review of Daily Schedule
9:30-11:30 Work Site at Facility
11:30-12:30 Lunch/Break
12:30-3:30 Community Participation
3:30-4:00 Prep for Departure/Break/Snack



Inclusive Employment Program

Community Inclusion Coaches & Job Developers

for Adults with Disabilities

Mission

Our mission at the Inclusive Employment Program (I.E.P.) is to promote sustainable employment within one's community for adults with disabilities.



Philosophy

Our philosophy at the Inclusive Employment Program is to allow adults with disabilities to choose a career within their community that appeals to their interest. They should be afforded the opportunity to be successfully employed and socially interact with people without disabilities. We believe the inclusive employment opportunities will develop independence and self-worth in the adults with disabilities, as well as, aid in disability awareness, eliminate discrimination, and

Location: 201 West Louthier Street

Carlisle, PA 17013

Phone: 717-462-6152

Website: iepcarlisle.com



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The facility has wheel-chair ramps and an elevator.

Appliances are color-coded and all labels are paired with pictures for non-readers.



Personnel policies, procedures and practices will be designed to prohibit discrimination on the basis of race, color, religious creed, disability, ancestry, national origin (including limited English proficiency), age, or sex.

Supported Employment Opportunities

The Inclusive Employment Program will provide *Supported Employment*. Supported employment is an evidence-based approach that assists adults with disabilities to participate in the competitive labor force, helps them find worthwhile jobs, and provides ongoing support from a community inclusion coach. This service is tailored to the individual strengths and needs of each client to facilitate learning and job performance.

The community inclusion coach collects data on the goals identified in the client's *Individual Support Plan*. The data is graphed and analyzed to determine the client's progress or if specific interventions should be implemented to promote success for the client at the work site. The client's progress is shared with the client, parents/guardians, and the employer throughout the client's employment. We realize it is imperative that we provide disability awareness to the employer, as well.



Program Description

The Inclusive Employment Program provides a variety of services to the client. The length or type of service will depend largely on the team evaluations, data, and the needs of the individual. The available products and services are as follows:

- **Exploratory Sites**—These are a few of the work sites at the facility:

Cafe—Cleaning tables, Vacuuming, Emptying Garbage, Sweeping and Mopping, and Make/Set up Coffee Station
Clothing Cabin—Sort Clothing and Ironing
Kitchen— Dish Washer, Food Storage, Cleaning Appliances, Taking Pantry Inventory, Sorting Food Goods for Refrigerator and Pantry
Clean Bathrooms, Offices, and Daycare

- **Job Development**—Computer Usage, Filling out Forms, Mock Interviews, Phone Call Etiquette, Resume Writing, Creating a Professional Portfolio

- **Social Skills Instruction—A Few Examples:** Job Task Perseverance, Transitioning Between Tasks, Self-Regulation, Communication with an Employer, Accepting No, Following Directions

- **Community Living –A Few Examples:** Accessing Safe and Independent Travel on a Public Bus/Uber/ Lyft, Money Management, Cooking, Shopping, Inventory, Washing Dishes with Restaurant Style Dishwasher, and Ironing

- **Community Participation**—We participate in the community at many locations: Bosler Library, Grocery Stores, Community Garden, Midway Bowling, Many Restaurants, Laundromats, YMCA, Carlisle Arts Learning Center, Movie Theater, Community Pool, Thornwald Mansion, and Lyft/Uber Public Transportation to Locations in the Community.