

The Compass


Disability News
YOU can USE



February 2008

Issue 9

Making Relationships Work



At this time of the year, many of us give attention to the relationships we have with others. Did you know the average person spends 90,000 hours of their lifetime at work? With so much time devoted to work, coworker relationships are very important. Positive relationships at work permit all workers to do the best they can do. Following some basic guidelines will contribute to positive coworker relationships:

- Don't take part in office gossip.

- Be positive.
- Silence is golden—keep voices low, don't overuse speaker phones, keep cell phones on vibrate, etc.
- Respect privacy.
- Be a team player.

When the coworker has a disability, there are additional things to keep in mind. Having clear communication between coworkers can mean the difference between success and failure. W. Roy Grizzard Jr., the first assistant secretary for the

Office of Disability Employment Policy (ODEP), believes this communication must start largely with the worker with the disability. Grizzard believes open dialogue is critical to putting all parties at ease. Coworkers may be curious about a colleague's disability, and sharing this information could be conducive to a working relationship. However, inquiries should not intrude on the coworker's privacy.

Think About It

“Keep steadily before you the fact that all true success depends at last upon yourself.”

Theodore T. Hunger

Disability Etiquette

Basic Guidelines & Common Courtesies

Not all disabilities are apparent. For example, you may give seemingly simple verbal instructions to someone, but the person asks you to write the information down because he may have a learning disability that makes written communication easier.

Even though these disabilities are hidden, they are real. Please respect the person's needs and requests whenever possible.

Websources For You

The DiversityInc Top 10 Companies for People With Disabilities

By the Editors
of DiversityInc



<http://www.diversityinc.com/public/1787.cfm>

Eastman Kodak
Merrill Lynch
PricewaterhouseCoopers
Marriott International
Procter & Gamble

SC Johnson
Wachovia
JPMorgan Chase
Ernst & Young
Deloitte & Touche

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Missouri Career Center
Ozark Region
1514 S. Glenstone
Springfield, MO 65804

Phone: 417-887-4343

Fax: 417-841-1880

E-mail: tcasey@jcocmis.org

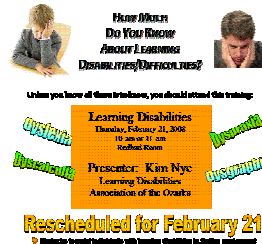
If you have any questions, please do not hesitate to contact your local Disability Program Navigator, Tammy Casey, at 887-4343, ext. 353.

Be on the Lookout...



Learning Disabilities Training

Thursday, February 21
10 am and 11 am



Kim Nye from the [Learning Disabilities Association of the Ozarks](#) will speak.

Work Incentive Questions??

Social Security/SSI Questions??

Join us on March 20th for information regarding Social Security. Betsy Dobbs, AWIC (Area Work Incentives Coordinator) with the Social Security Administration, will speak at 10:00 and 1:00. Be on the lookout for more information.



Partner Spotlight

COMMUNITY EMPLOYMENT, INC.



Please take a moment to welcome our newest partner in the building, Community Employment, Inc. (CEI). CEI is an employment agency that assists individuals with disabilities in obtaining and maintaining competitive employment. They work with a variety of individuals whose skills and interests vary. Those skills and interests are carefully matched to each employer. Once employed, CEI provides extended training and support to assist the individual in learning the new job. Terri Davis is the CEI representative that will be located in the Career Center Monday through Wednesday, 8 am—4 pm.

CEI will provide more in-depth information on their services at an upcoming all staff meeting.

Community Employment, Inc Employment Process

- Referral from Vocational Rehabilitation
- Evaluation process will begin
- Job Development
- Job Coaching
- Follow Along

Community Employment Vision

We will strive for excellence through demonstration of on-going quality improvement based on customer satisfaction and results achieved.