

Employment

Multicultural Peer Network



Even if your disability has no bearing on your ability to do the job, some employers may have concerns. It is up to you to show them that, despite your disability, you are the **best person for the position**.

Where to find jobs

- > personal contacts
- > classified ads
- > job-placement services
- > disability advocacy job placement services or support groups
- > vocational rehabilitation agencies
- > internet searches

Do your homework

Getting to know the company shows you are motivated:

- > Are they a Disability Confident Recruiter?
- > Do they have a good reputation with disability advocacy groups?
- > What are their strengths and weaknesses?
- > How does your background and experience make you a good candidate?

What to include on your resume

- > education summary
- > employment summary
- > qualifications
- > volunteer work experience
- > references

Helpful technology

Regardless of your disability, your talents and skills may be enhanced through the use of **adaptive technology** such as **speech recognition software**.

Disclosing your disability

- > You can decide **when, where** and **how** to disclose your disability.
- > You are not legally required to reveal your disability, unless it relates to completing essential job functions.
- > If you volunteer this information, your employer may see you as a strong and confident person.

Focus on the **solution**, not the problem.

Interviews

- > Notify your interviewers in advance about your accessibility requirements
- > Practise answering questions with a support person:
 - What are your skills and strengths?
 - What tools will you need?
 - How will the company benefit from hiring you?

- > Dress appropriately — find out about the workplace before making a decision about what to wear
- > What to bring:
 - a clean, printed version of your resume
 - samples of your work
 - any relevant qualifications, acknowledgements and so on

Anticipating and addressing concerns

Some people have **fears** and **prejudices** about workers with disabilities.

- > Talk about your determination and resilience
- > Describe how using support equipment makes no difference to your ability to perform the tasks involved
- > Highlight the times where the disability you live with may even help you to do the job better

Inappropriate interview questions

It is illegal to ask about a person's medical history during an interview.

If you are asked an inappropriate question, respond **calmly**.

Be assertive.

Remember your communication skills:

- > use active listening and responding
- > use open and closed questions to ask for more information
- > give examples