Third Visit

Goal:
- Discuss availability of specific consumer(s) if the business has job openings or expects to have job openings in the near future.

Before the third visit:
- Review your notes from the second visit.
- Take business cards, brochures, and datebook.
- Bring the consumer’s resume and other relevant material (with the consumer’s permission).
- Be prepared to talk about the consumer’s strengths and how they fit with the employer’s needs.
- Review the consumer's wishes with regard to disclosure.

During the third visit:
- Discuss how the consumer’s skills, personality, and strengths will meet the employer’s needs.
- Respond to the employer’s questions and concerns.
- Describe financial incentives to employers for hiring people with disabilities.
- Explain the support you could provide to the potential employee.
- If a match seems possible, ask to schedule the interview with the consumer.

Sample Script
“Thanks so much for informing me about your job opening. Based on the job description, shift schedule, and weekly schedule that you have provided me with, I feel that I have a potential candidate to fill the position. Let me tell you about her...”

After the third visit:
- Summarize this visit with notes for future reference.
- Write a brief thank-you note.
• If a consumer interview is possible:
  o Schedule the interview with the consumer.
  o Help the consumer prepare for the interview. Keep in mind any employer concerns.
• Keep in touch with the employer through email, letters, and regular visits to assure that you can help with future job openings.