

**Work Readiness Checklist**

It is very important to Spectrum Advantage that we help people to succeed and reach their desired career goals. To that end, we want to help people assess their current readiness to access our services and maintain employment.

 Do you have a stable living situation? Are you planning on moving in the near future?

 Do you have transportation to and from classes, interviews and work (car or transit pass)?

Do you have reliable means of communication: phone and email?

Can you commit to checking your email daily for the duration of the program?

Are you physically healthy enough to participate in services and work?

If you have a mental health diagnosis in addition to ASD, are you receiving support from a counsellor?

Do you want to work?

Are people in your network pushing you to work?

Are the people in your support network aware that you want to work?

Do you have a clean interview outfit and appropriate clothing to wear to work?

Do you have prior commitments that may prevent you from showing up at work?

Are you ready to show up for work on time and stay until the workday is over?

Are you willing for follow company rules and take direction from your manager even if you don’t agree with them?

Are you ready to work as part of a team and contribute to the success of the company?