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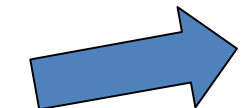
Disability Disclosure in the Job Search

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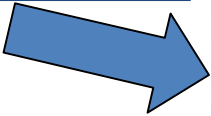
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Chairperson: Hello and welcome to our webinar. Our meeting will begin shortly.

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Michele Martin & Savannah Barnett, John J. Heldrich Center
for Workforce Development, Rutgers University

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Agenda

- The 411 on Disclosure
- Panel Discussion
 - *Andrea Lubin*, Senior Research Associate, Voorhees Transportation Center
 - *Joseph Amoroso*, Director of NJ Division of Disability Services

Under the ADA. . .

- You must be qualified to perform the “essential functions” of the job with or without “reasonable accommodation”:
 - Satisfy employer’s requirements
 - Must be able to perform essential functions

Reasonable Accommodation

- Allows PwD to:
 - Participate in application process
 - Perform essential functions of the job
 - Enjoy benefits and privileges of employment equal to those who do not have a disability.

Reasonable Accommodation Examples

- Providing/modifying equipment or devices
- Job restructuring
- PT or modified work schedule
- Adjusting/modifying exams, training materials, policies
- Providing readers/interpreters

How Do I Know if I Need an Accommodation?

- What are the essential functions of the job I'm applying for?
- Does my disability interfere with my ability to satisfactorily perform these functions?

Disclosure

- **Applicant** decides:
 - Whether or not to disclose
 - When to disclose
 - What to disclose
- Based on:
 - Impact of disability on job search process
 - Impact of disability on job performance
 - Reasonable accommodations needed?

Should I Disclose?

- If the disability requires a reasonable accommodation, bring it up.
- If the disability will not require an accommodation, but is visible—and the average employer would have concerns/questions—bring it up.
- If the disability is not obvious and does not impact job performance, do not bring it up.

When to Disclose

- Before interview
- During interview
- After interview, but before job offer
- After job offer, but before starting job
- Any time after beginning a job

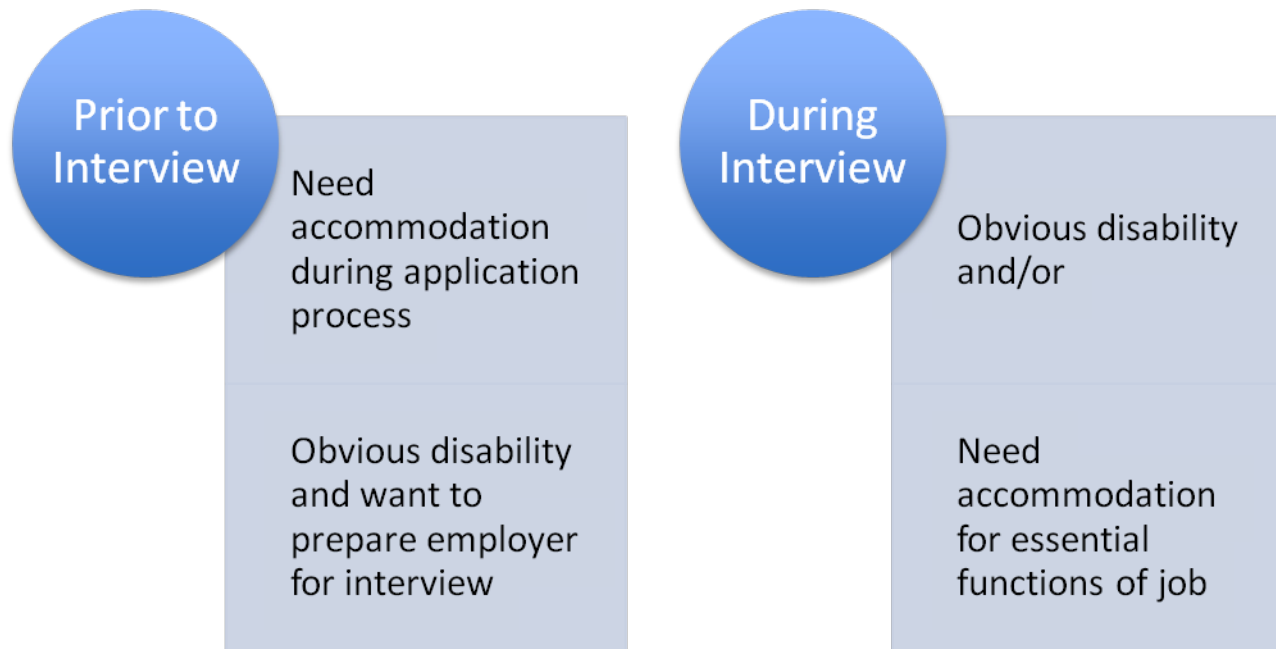
Deciding on When to Disclose

- Is disability obvious or “hidden”?
- What accommodations (if any) are needed to participate in the job application process?
- What accommodations (if any) will be needed to perform the essential functions of the job?
- What is attitude of employer toward people with disabilities?

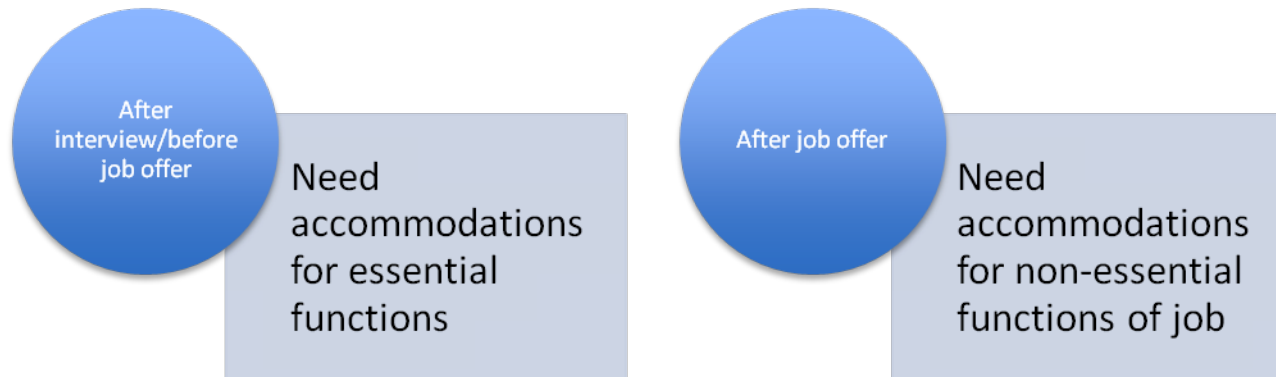
In general. . .

Disclose as late in the job search process as possible, but early enough to build trust and rapport with potential employer.

Guidelines on When to Disclose



Guidelines on When to Disclose



Who Should Disclose?

- Job seeker?
- Job coach, VR Counselor, case manager?



What to Disclose

- **Functional Limitations**—how does your disability impact your ability to perform the essential functions of the job?
- **Reasonable Accommodations**—what accommodations will you need to perform essential functions? Who will provide them?
- Any behaviors/symptoms an employer might observe and how to handle them.

Disclosure Step-by-Step

1. Present qualifications for the job, focusing on ability to do essential functions.
2. Bring up essential functions that require reasonable accommodation, stressing how accommodation makes you effective/productive.
3. Identify the specific reasonable accommodations you will need and how they help you perform the essential functions.

Disclosure Step-by-Step

4. Discuss any accommodations you will provide vs. those the employer will need to provide.
5. Focus on making employer feel comfortable with asking questions about accommodations/understanding how you will perform the work.
6. Share additional resources that may be helpful (if appropriate).

Remember. . . .

- Keep focus on your qualifications for the job and why you are a competitive candidate.
- Do NOT focus on the disability or any aspects of the disability that are unrelated to your ability to perform the essential functions.
- Be positive— “I can stand for up to an hour” vs. “I can’t stand longer than an hour.”



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Panel Discussion

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- *Joseph Amoroso*, Director of NJ Division of Disability Services, DHS