



Hello,

In this is a unique and challenging time, we want you to know that The Arc of San Francisco is here to provide support. Even if you are not currently at your jobs-site we are here to help. How?

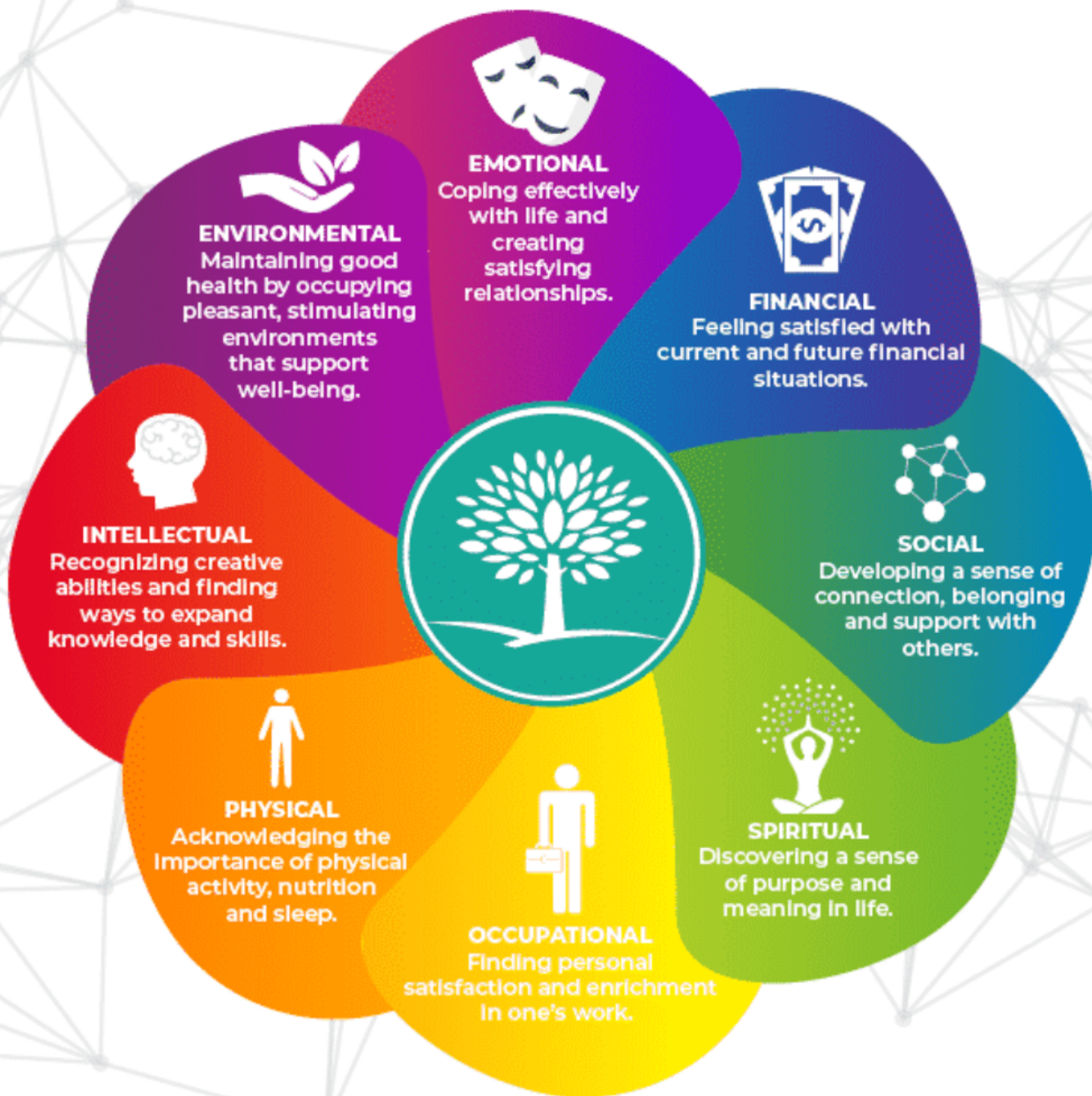
- You can maintain regular connection with your Job Coach
- If you want to explore new opportunities or advance your career you can connect with a Job Developer
- If you have questions about unemployment or other resources we can help with paperwork or to find what you need.

In this packet you will find information and worksheets that you can use to continue to pursue your employment goals and care for yourself. Do not be discouraged, together we will make it through.

Sincerely,

The Employment Team of the Arc of SF

8 DIMENSIONS OF WELLNESS



Many people think of wellness as physical health, but it is much more than that. There are eight areas of our life that can affect how happy we feel. Remember that wellness is not the absence of illness or stress. You can still strive for wellness even if you are experiencing these challenges in your life.

There are eight key areas of our life. We need to pay attention to each one and develop everyday habits that will improve how happy and healthy we feel.

Do you know what Leonardo da Vinci, Einstein, Oprah, and Steve Jobs have in common? They all keep a daily journal. They wrote about their day, their ideas or drew pictures. Why? Because writing about your thoughts, plans, and experiences, can help you feel clearer and more focused. You can start your own journalling practice today.

JOURNAL WRITING PROMPT

Write what happened today using the prompts below.

What was the best part of your day?

What was the worst part of your day?

What happened today that you would like to change?

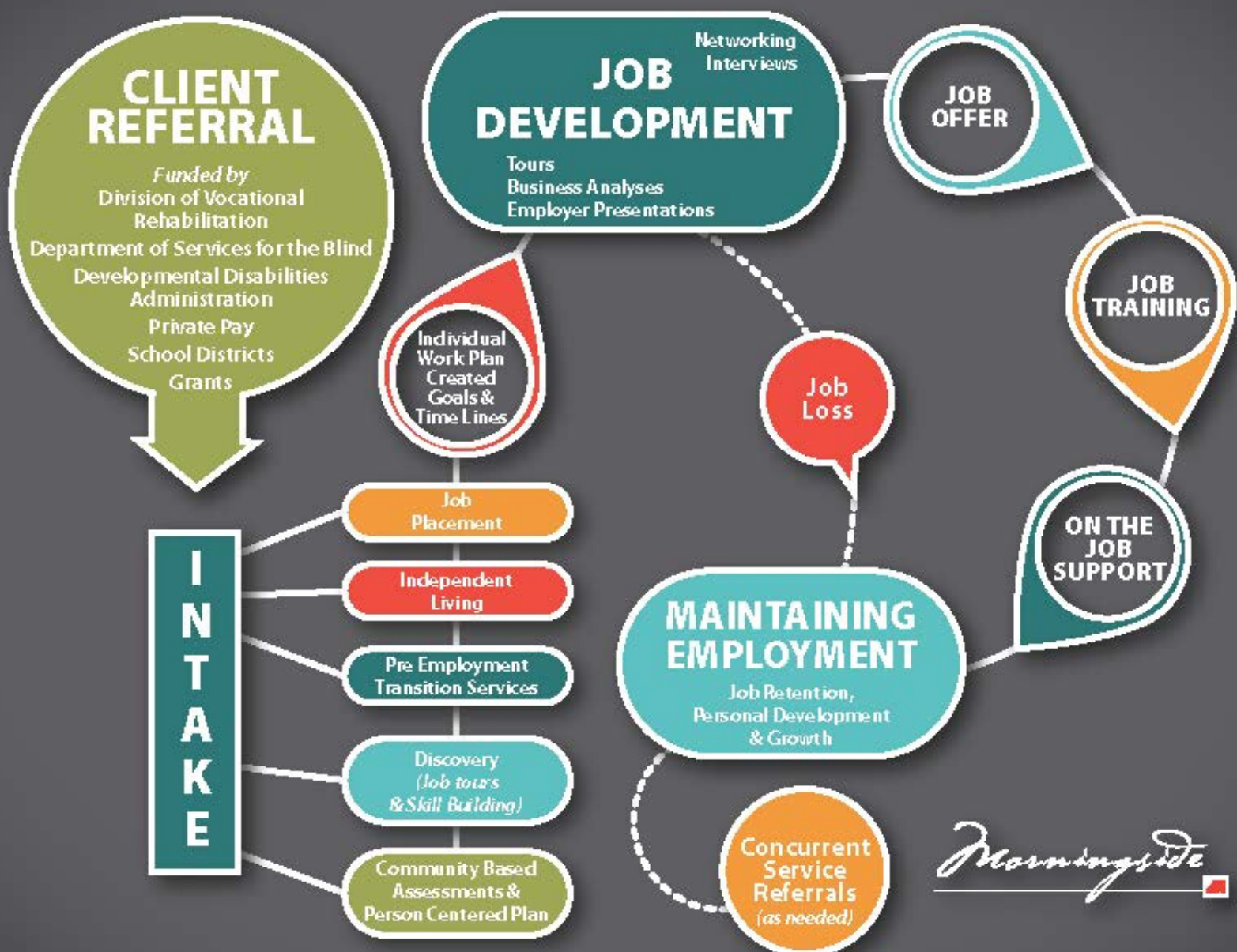
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JOB DEVELOPMENT

For individuals interested in employment, The Arc provides individual career assessments, job training and placement plus ongoing coaching and career development for both part-time and full-time competitive jobs.

If you do not have a job, recently lost your job, if you want to advance in your career, or if you would like to try a new job, The Arc is here to help.

This picture shows the process we follow to help you find and maintain long term employment



JOB

VERSUS

CAREER

Job refers to a paid position of regular employment

Career refers to an occupation that needs a special training or education and is followed as one's lifework

A short-term pursuit

A long-term pursuit

Often do not require special training or experience

Often requires formal education, training or experience

Earning money is the main goal

Earning money is not the main goal

Gas station attendant, dog walker, babysitter, etc.

Teacher, doctor, architect, writer, musician, etc.



MY CAREER PLAN



A career plan is an important roadmap for your future. It helps you make informed choices about your current job situation as well as future career moves. A career plan is also important to help you stay inspired. Answer the following questions to create your career plan. You can work with an Arc Job Coach and Job Developer to make this plan a reality.

What motivates you in your current or recent positions?

What skills do you want to improve?

What is your vision for your career?

What do you want to achieve in your career one year from now?

What do you want to achieve in your career 2-5 years from now?

What do you want to achieve in your career 5 years from now?
