



# Individualized Plan for Employment (IPE) Worksheet

YOUR NAME

*May be used as a tool by you or your DVR counselor to help determine the details of your IPE.*

To develop an Individualized Plan for Employment (IPE) so that you can participate in DVR, we must have all of the following information about your employment goal. Please answer every item below with at least 2 – 3 sentences of information. If an item does not seem to apply to your situation, please print “DOES NOT APPLY.”

I want to achieve the following employment goal:

1. I chose this employment goal because (list all of your reasons, such as “I am skilled and experienced doing this type of work” or “This type of work pays well and is in high demand”):
  
  
  
  
  
  
  
  
  
  
2. I chose my employment goal based on the following vocational testing, assessments, and/or career exploration (list any vocational tests, vocational assessments, interest inventories, aptitude tests, or other steps you took to decide on your employment goal):
  
  
  
  
  
  
  
  
  
  
3. In addition to disability-related barriers to employment, I will have to overcome the following other barriers to employment (examples include lack of transportation, no permanent housing, need to find childcare, a criminal record, no recent work history, etc.):
  
  
  
  
  
  
  
  
  
  
4. The employment goal I have chosen is a good fit with my vocational strengths and personal situation:
  - a. **Physical and mental health** (stamina, tolerances, interpersonal skills, mobility, etc.):
    - I do not have any physical or mental health issues that will prevent me from reaching my employment goal.
    - I do have physical or mental health barriers to employment, but they will not prevent me from reaching my employment goal, because (please explain):

b. **Intellectual / learning** (aptitude, cognitive, academic levels, learning styles, etc.):

- I do not have any intellectual / learning issues that will prevent me from reaching my employment goal.
- I do have intellectual / learning barriers to employment, but they will not prevent me from reaching my employment goal, because (please explain):

c. **Transferrable skills** (previous work history, volunteer work, certifications, etc.):

- My employment goal does not require that I use any previous work skills, credentials or history.
- All of my work skills, credentials, and history are applicable to my employment goal because (please explain):

d. **Financial considerations** (income needs, debt, financial resources, etc.):

- To pay my bills and meet my financial needs, I must earn at least \$\_\_\_\_\_ per month.
- My employment goal will lead to a job that pays at least the monthly salary identified above.

e. **Labor market analysis** (WOIS, job outlook, hiring practices, etc.):

- I know there is a high demand job market for my employment goal because (please explain):

- I have used the following information to study the labor market for my employment goal:

f. **Personal resources** (stable housing, reliable transportation, childcare, etc.):

- While searching for employment, I will have all the personal resources needed to be successful.
- While searching for employment, I will need assistance with the following personal resources (please explain):

g. **Social supports** (family, support groups, other agencies, etc.):

- I have enough support from others to conduct a successful job search.
- I will need the following support from others to be able to conduct a successful job search (please explain):