 CE Proficiency Mentoring

Discovery Stage 2 Fidelity Tenets

**Discovery Activities – Unfamiliar (fidelity tenets)**

Discovery Fidelity Scale (DFS) Tenet 2.6: The Employment Specialist and others assists the employment seeker to complete novel activities in less familiar places based on vocational preferences and emerging vocational strengths, abilities, or themes.

* Unacceptable (-1):   The employment specialist uses pre-established job sampling sites or sets up appointments with businesses to determine the employment seeker’s skills.
* Acceptable (+1):   The employment specialist creates opportunities to observe the employment seeker actively participating in 2-3 novel, integrated activities related to the employment seeker’s emerging vocational patterns and preferences that help form connections and expand the employment seeker’s social capital.
* Good (+2):   The employment specialist uses information gathered during less familiar activities to identify new skills, preferred learning style, effective teaching strategies, opportunities for using high- and low-technology, and potential vocational strengths, abilities, or themes.
* Exemplary (+3):  The employment specialist creates at least one opportunity at a local business for the employment seeker to participate in unfamiliar activities related to the employment seeker’s skills and potential vocational strengths, abilities, or themes.

**Informational Interviews and Verifying Themes (fidelity tenets and quality checklist)**

DFS Tenet 2.7: The employment specialist and the employment seeker, to the extent possible, complete informational interviews with several businesses that align with the employment seeker’s, skills, tasks, interests, and vocational themes.

* Unacceptable (-1):   The employment specialist conducts informational interviews by going to businesses with potential job openings, to see if they might agree to hire, or for the purpose of seeing if the employment seeker can do the work.
* Acceptable (+1):   The employment specialist and employment seeker, to the extent possible, conducts three to five informational interviews in businesses, without apparent job openings, that match the employment seeker’s skills, tasks, interests, and vocational themes*.*
* Good (+2):  The employment specialist and employment seeker gather recommendations and feedback from business representatives during informational interviews to expand the employment seeker’s career exploration.
* Exemplary (+3):   The employment specialist creates opportunities for the employment seeker to work on new tasks in businesses that match his or her skills, interests, or vocational themes, assisting as necessary to achieve success.

DFS Timeliness Tenet 1: Home and Neighborhood Visits, Interviews with others, Discovery Activities, and Informational Interviews completed within 12 weeks of Discovery start date.

* Unacceptable (-1): Home and Neighborhood Visits, Interviews with others, Discovery Activities, and Informational Interviews take more than 12 weeks to complete.
* Acceptable (+1):   Home and Neighborhood Visits, Interviews with others, Discovery Activities, and Informational Interviews completed within 12 weeks of Discovery start date, excluding weeks the process has been paused by the employment seeker.
* Good (+2):   Home and Neighborhood Visits, Interviews with others, Discovery Activities, and Informational Interviews completed within 9 weeks of Discovery start date, excluding weeks the process has been paused by the employment seeker.
* Exemplary (+3):   Home and Neighborhood Visits, Interviews with others, Discovery Activities, and Informational Interviews completed within 6 weeks of Discovery start date, excluding weeks the process has been paused by the employment seeker.

Verified Vocational Themes - Quality Standards (all must be true for Acceptable score)

* Themes are consistent with the information recorded in the DSR.
* Evidence from informational interview is provided that verifies each theme.
* Confirmation on the quality of the match of the three themes is obtained from the primary employment team members.