

Adult Education and Employment & Training Disability Contact Persons For Adults with Disabilities

Role

Since 1992, the Capitol Region Education Council's (CREC) Adult Training and Development Network (ATDN), on behalf of the Connecticut State Department of Education/Bureau of Adult Education and Nutrition Programs, has provided technical assistance to Adult Education and employment & training programs throughout the State with regard to meeting the needs of adults with disabilities.

Training and technical assistance are provided through a program's Disability Contact Person (DCP). The Director of each Adult Education Program and One-Stop/CT Works Center has the opportunity to identify one or more individuals who will be the primary contact(s) between ATDN and the Adult Education Program or One-Stop/CT Works Center regarding disability-related issues.

Responsibilities

The responsibilities of each Disability Contact Person include, but are not limited to:

1. Receiving all announcements (e.g., mailings, emails) and phone contact as warranted from ATDN in an attempt to develop local resources and networks to improve services for adults with disabilities;
2. Attending the annual *Disability Contact Person Administrative Policies and Practices Meeting*;
3. Developing a method for disseminating information received from ATDN (e.g., copy and distribute to other staff members, post in a central location, and/or develop a resource library/center) with input from other program personnel; and
4. Acting as a referral source to other service providers and adults in the community who would like to know more about what adult education and employment & training programs have to offer individuals with disabilities.

Adult Education and employment & training professionals who agree to serve as the Disability Contact Person for their program will enjoy the following benefits:

- Access to 24-hour technical assistance by telephone, email or the Internet provided by ATDN staff with a wide range of experiences and skills;
- Access to the most relevant and up-to-date information regarding adults with disabilities;
- Access to a wide range of professional development topics, speakers, and assistance in planning meaningful learning opportunities to meet the needs of adults with disabilities;
- Access to a statewide network of professionals knowledgeable about a wide-range of disabilities and learning/employment settings; and
- Priority access to specialized workshops at the *Annual Conference on Serving Youth and Adults with Learning Disabilities*, which also offers sessions on other hidden disabilities (e.g., sensory impairments, TBI, ADD, mental health disabilities) as well as related topics (e.g., reading and writing instruction, interview techniques, resume writing, SSDI).