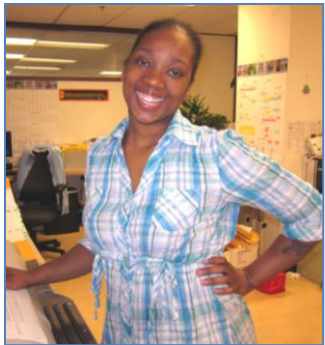


# City of Seattle Supported Employment Program



## 2012 Annual Report

By:

Heather Weldon  
Employment Services Division  
Personnel Department



For people with developmental disabilities, most have never (yes, never) had the opportunity to work in a setting such as what the City of Seattle departments provide. Our supported employment opportunities are uniquely important, not just for the employees in the program, but for **every** coworker and supervisor at the City. Our workplaces are constantly reporting the business and social benefits of including someone who has traditionally been excluded from professional settings such as ours.

Clearly, not only have these jobs enhanced the lives of 62 people with developmental disabilities, but they've also shifted the individual perceptions of those in their workplaces. This continues to be a win-win experience for both the City of Seattle and our supported employees.

The City of Seattle's Supported Employment program is considered a "best practices" model and has been recognized nationally and internationally. The City of Seattle has twice received the Governor's *Employer of the Year* award for outstanding inclusion of people with developmental disabilities in the workforce.

For more information contact Heather Weldon at (206) 684-7922 in the Personnel Department.



Sincerely,

David Stewart  
Director  
Personnel Department

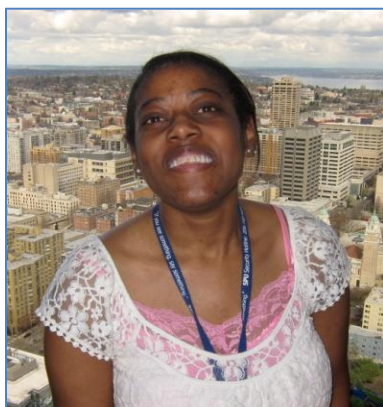
## City of Seattle Supported Employment Program 2012 Annual Report

**Supported Employment** is a customized approach to employing people with developmental disabilities and meeting entry-level business needs. A “job coach” provides as-needed assistance to the supported employee and the workplace. Each job is tailored to fit the specific business needs of that workplace and the skills of the job candidate.



*“My job is something I dreamed about doing and my dream actually came true. I’m very proud of that.” – Todd Newcombe, Seattle City Light*

*“I’m working on being the best Office Aide I can be!” – Jenny Therrien, Human Services Department*



*“I love my job!”*  
Diane Denton – Seattle Public Utilities

(holding the “Employer of the Year” award given to the City of Seattle by Governor Gregoire for outstanding inclusion of people with developmental disabilities.)

T.J. Maciel  
Seattle City Light



**2012 Highlights:****Ordinance Creating 50 Positions:**

On August 7, 2012, the Seattle City Council passed an ordinance authorizing an additional 50 positions for City departments to use when hiring a person with a developmental disability (supported employee).

**Increased Development:**

We're experiencing a 4<sup>th</sup> quarter spike in interest due to the passage the ordinance. 14 departments have requested assistance with identifying duties suitable for a supported employee. Several positions are currently in the job development stage.

**2012 Outstanding Employer Award:**

On October 1, 2012, the Legislative Department received the "2012 Outstanding Employer" award for their commitment to employment opportunities for people with developmental disabilities. This award was presented to the Legislative Department by the Community Employment Alliance.

**National Recognition:**

Several employers have contacted the Personnel Department to learn how to replicate our model of inclusion through implementing Supported Employment. Just to name a few: the cities of Denver, Bellingham, Woodinville, and others. Also, Microsoft, two Law firms, and the Federal government have contacted Personnel for information on how to begin including candidates with developmental disabilities in their hiring practices.

**Business Best Practices:**

The City of Seattle is featured in a publication produced by the Association of Washington Business (AWB) regarding "business best practices" in the inclusion of people with disabilities. The City of Seattle is also a featured employer on AWB's new website for businesses regarding best practices in inclusion.

***Looking ahead to 2013:***

- Increase departmental participation – expand program use.
- Training on community building in the workplace – knowledge and capacity building for coworkers and supervisors.
- Continue to be a "best practices" resource to public and private sector employers – provide leadership around inclusive hiring practices.
- Maintain program excellence while continuing to expand.



### Supported Employment Stats:

The City of Seattle currently employs 62 people with developmental disabilities (supported employees).

### Types of Work:

- Office/Clerical: 75%
- Warehouse/Laborer: 18%
- Parks Maintenance 4%
- Janitorial: 3%



### Wages and Years of Service:

- Wage Range: \$13.00 – \$14.02/hour
- Average Wage: \$14.70/hour\*
- Average # of years as a City employee: 10 years

*\*Average wage is higher than top of the wage scale because several employees have increased their scope of work over time and have been “incumbent rated”.*

Supported Employees are dispersed throughout City departments as follows:

City Light	8
Finance and Administrative Services	5
Human Services	1
Information Technology	1
Legislative	1
Mayor's Office	1
Municipal Court	2
Parks Department	4
Personnel	3
Planning and Development	2
Police Department	2
Seattle Center	3
Seattle Public Utilities	22
Transportation	7
<b>Grand Total</b>	<b>62</b>



City of Seattle

Edward B. Murray, Mayor

Seattle Department of Human Resources

Susan L. Coskey, Director

## City of Seattle Supported Employment Program

Our Supported Employment program connects people with developmental disabilities to job opportunities at the City of Seattle. The program helps us include people with developmental disabilities on our team in creative and cost-effective ways, to meet business needs and diversify and expand our workforce.

We customize each job by bundling a variety of entry-level duties into positions that individually match candidates' skills, which also allows your other employees to maximize their time. The Supported Employment program's hallmark is its ability to design effective positions that adapt to individual human and organizational needs.

We designate the job title "*Office/Maintenance Aide*" for employees with developmental disabilities. The title intentionally has no job specifications associated with it, to allow for maximum customization of each position.

Job coaches provide training and coaching "support" as needed for the supported employee. Job coaches are a valuable resource for the entire workplace of a supported employee, and are available at no cost to any employer who hires a supported employee. Coaches are dispatched from local community agencies that serve the employment-related needs of people with developmental disabilities.

**Recognition and awards:** Our Supported Employment program is recognized as a "best practice" model, and has received numerous awards:

- "Outstanding Supported Employment Champion" award from Puget Sound Personnel - 2017
- "Community Leader" award from PROVAIL - 2014
- "Employer of the Year" award from APSE (Association of People Supporting Employment First) - 2014
- "Jobs Change Lives" award from Seattle Central College in partnership with Mainstay - 2014
- "Employer Spotlight" award from the Association for Washington Business  
<http://www.wahireabilityspotlight.org/spotlights/city-of-seattle> - 2013
- Governor's "Employer of the Year" award from the Governor's Committee on Disability Issues and Employment - 2013, 2009, 1999
- "Outstanding Employer of the Year" award from the Community Employment Alliance – 2013, 2012, 2010

### **Community engagement:**

To meet the high volume of employer requests for information and assistance, we hold regular "Supported Employment Best Practices" sessions for the business community. As a result, several employers have replicated (or are adopting aspects of) our Supported Employment program.

**Profiles of work categories and wages:** At the City of Seattle, most of our supported employees – 80 percent – are in office settings. This unprecedented switch from food service and custodial work as the primary employment options for people with developmental disabilities is mirrored by our supported employees’ wages, which are the highest in the nation.

**Types of work performed at the City of Seattle:**

- Office/Clerical: 82 percent
- Warehouse/Laborer: 11 percent
- Parks maintenance: 5 percent
- Janitorial: 2 percent

**Wages and years of service at the City of Seattle:**

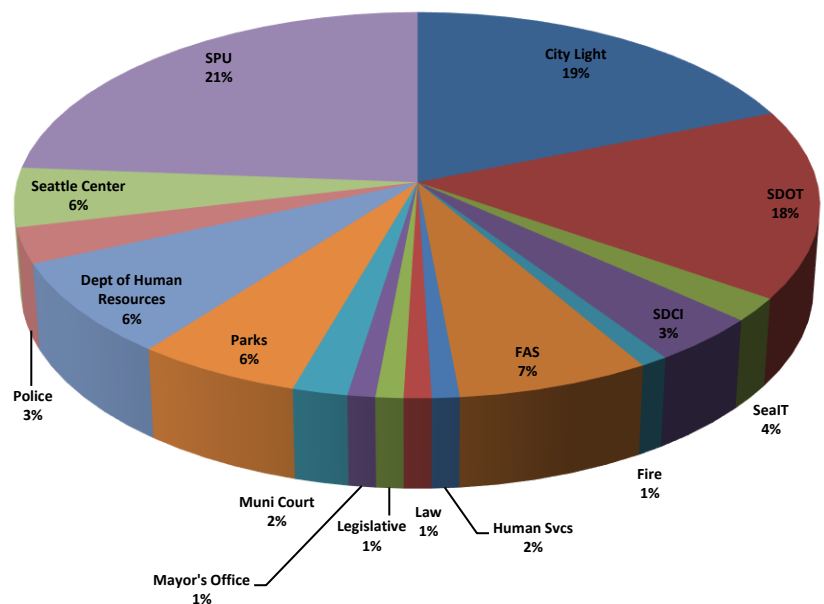
- Starting wage: \$15.68/hour (plus City of Seattle full benefits package, retirement, etc.)
- Average wage: \$16.87/hour\*
- Average number of years as a City employee: 10 (25 percent employed 14 years or longer)

*\*Average wage is higher than top of the wage scale because several employees have increased their scope of work over time and have been “incumbent rated” at a higher wage.*

**108 supported employees are currently working in the following departments:**

City Light	20
Ethics & Elections	1
Finance and Administrative Srvcs	7
Fire	1
Human Resources	7
Human Services	2
Information Technology	4
Law	1
Legislative	1
Mayor's Office	1
Municipal Court	2
Parks	6
Police	3
Seattle Dept of Construction and Inspection	4
Seattle Center	6
Seattle Public Utilities	23
Transportation	19
<b>Grand Total</b>	<b>108</b>

**Supported Employment Participation by Department**  
as of Aug 1, 2017  
(rounded to nearest percentage)



For more information on Supported Employment, please contact Heather Weldon, Program Manager, in the Seattle Department of Human Resources at [heather.weldon@seattle.gov](mailto:heather.weldon@seattle.gov) or 206-684-7922.