



特殊儿的就业发展与职前预备

Copyright ©2018. Enabling Academy

引言：

- 谁有特殊孩子仍在高中就读或还未毕业？
- 特殊儿是否有能力就业？

Copyright ©2018. Enabling Academy

2

内容:

特殊儿的就业现况

Enabling Academy 转衔项目

职前准备的重要考量

马来西亚的现况: 学习障碍者毕业生

- 仅有10% 的毕业生成功就业
- 高中转衔和就业支持项目很重要
- 许多非盈利组织和社区康复中心已开始设立就业或社会企业项目。由于缺乏知识，人力资源，设施和基金，并没有结构性的转衔项目
- 政府机构之间的合作项目也未成立。

推荐策略:

一个系统性的高中转衔和就业转衔项目

建议：马来西亚的转衔项目和就业支持系统



主要单位:

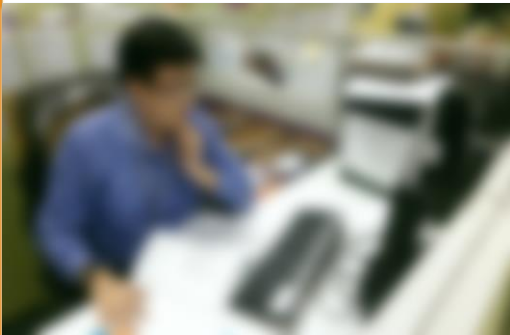
特教部, 社会福利部, 技能发展部, 非盈利组织/社区康复中心, 私企

Enabling Academy

马来西亚转衔项目实例



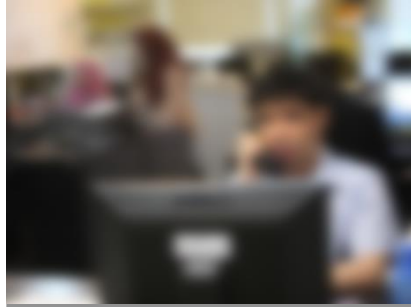
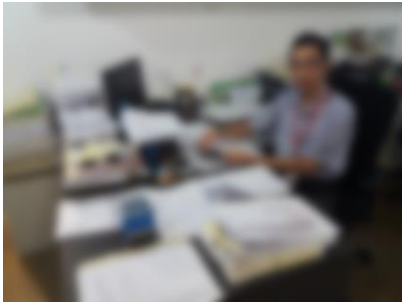
Enabling Academy 的由来



自2013年

- 提供有意义和稳定就业机会给自闭症或亚斯伯格症青年；让他们得以继续学习和改善生活素质
- 创建一个开放和融合的企业文化

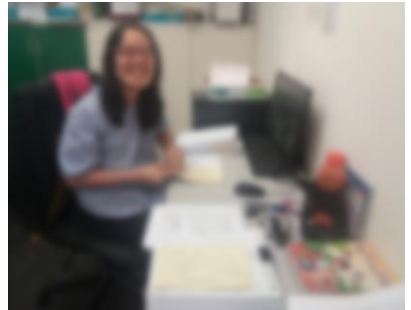
C.L, UG Procurement



7位：大学程度

其他：SPM/中学程度

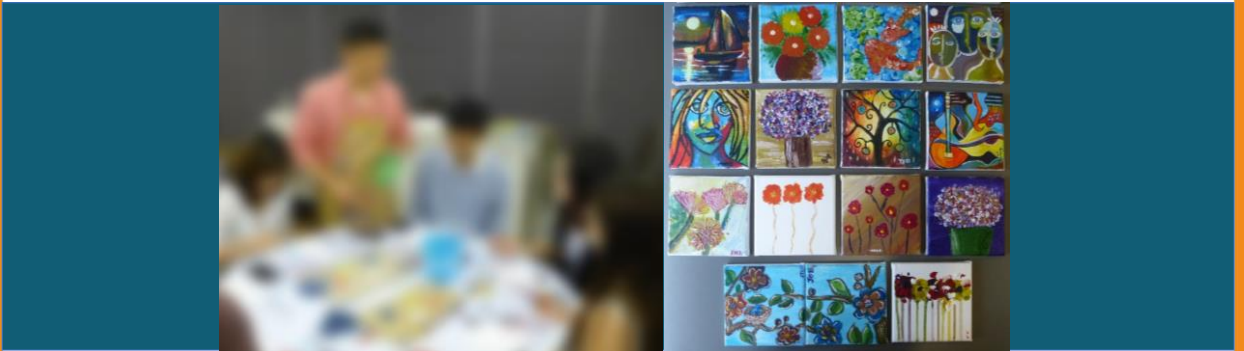
3:20



Copyright ©2018. Enabling Academy

9

D. L

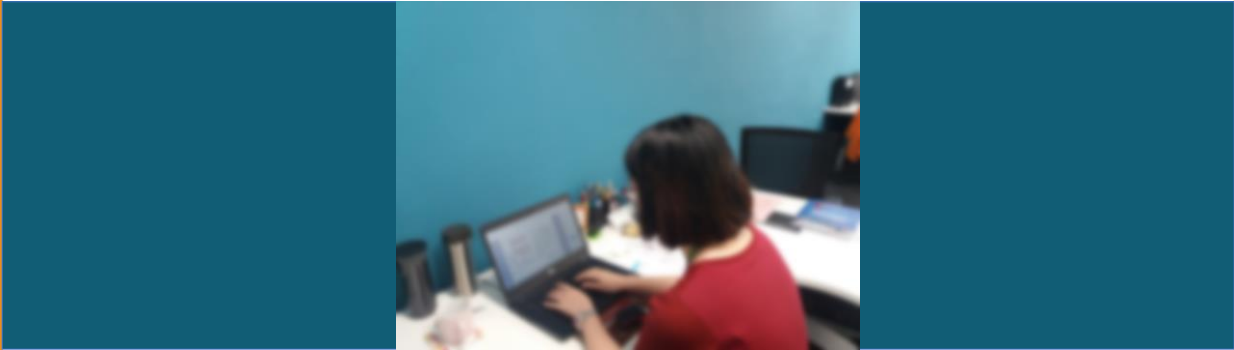


D.L, Finance, Gamuda Bhd

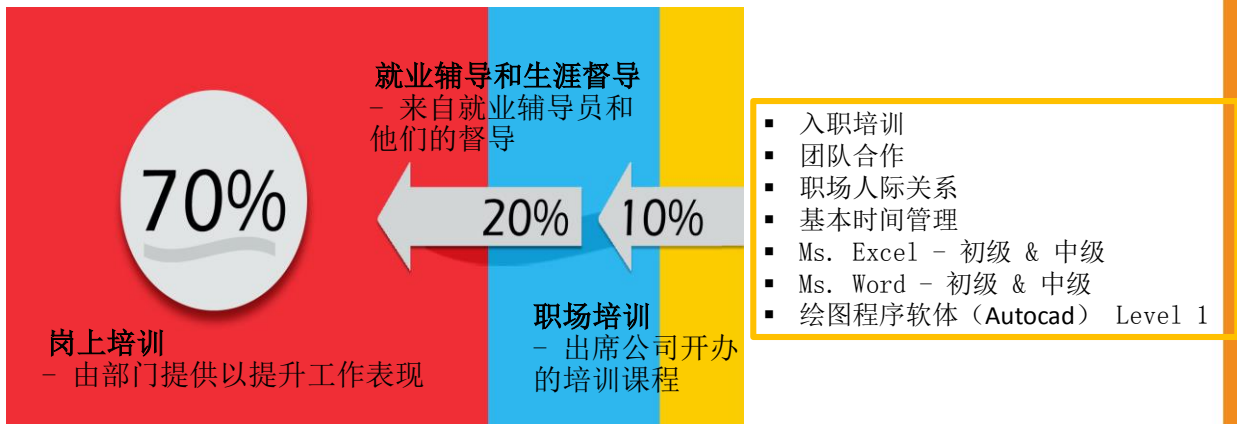
Copyright ©2018. Enabling Academy

10

???



职业生涯发展机会



支持系统



Copyright ©2018. Enabling Academy

13

成就和成果



自闭症雇员

- 有能力和成为资产
- 有信心和成就感

家人

- 因为孩子能独立而感到安慰

Gamuda

- 融合工作环境

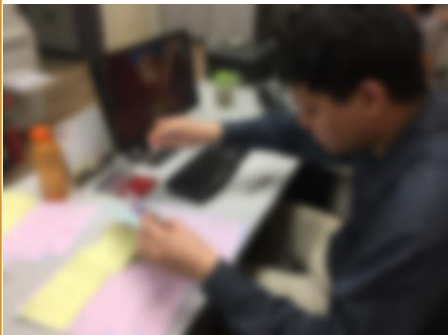
Copyright ©2018. Enabling Academy

14



创立赋能学院为了培训更多自闭症青年能成功就业。

项目宗旨

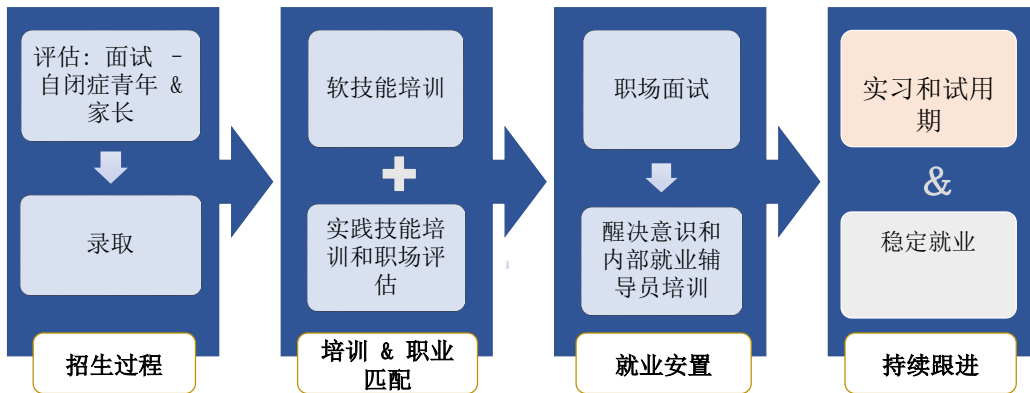


- 培训自闭症青年进入白领职场
- 提供就业转衔项目：职前培训和就业安置支持
- 启发伙伴公司提供白领工作机会予自闭症青年

S.P - Bricks Dotcom Sdn Bhd

Yayasan Gamuda Enabling Academy 就业转衔项目

[3个月的培训，自闭症青年，白领工作]



培训大纲

课程 1

专注于软技能发展：

- 个人管理
- 职业管理
- 生涯管理



培训大纲

课程 2

在模拟的办公室环境实践和体验办公室的工作



第一届毕业生

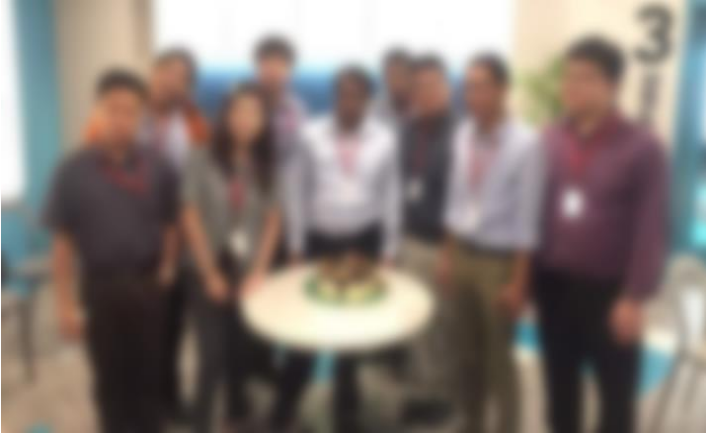


伙伴公司：

- Macro Dimension Concrete Sdn Bhd
- Feruni Ceramiche Sdn. Bhd
- GM Klang Sdn Bhd
- Brick Dotcom Sdn Bhd
- Hap Seng Land Sdn Bhd
- CIMB Principal Asset Management
- Gamuda Trading Department
- Thistle, Guocoland, Hong Leong Group
- Golden Screen Cinemas Malaysia

工作岗位：行政助理，会计助理，数据输入员等等

第二届毕业生



伙伴公司:

- Lafarge Cement Sdn Bhd [2]
- A & A Architects Sdn Bhd
- Ringo Low & Associates
- DRB-HICOM Bhd
- Gamuda Engineering – Tunnel Department
- Gamuda Engineering – Admin Department
- Gamuda Land KK - Internship
- Agrifert Malaysia Bhd

工作岗位：工程师，文件库管理，行政助理，会计助理等等

Copyright ©2018. Enabling Academy

21



Enabling Academy promotes sustainable employment by providing training for individuals on the autism spectrum and placing them in suitable white-collar roles in companies that embrace workplace diversity. This training programme is sponsored by Yayasan Gamuda.

In 2013, Project Differently-Able (Project DA) was launched at Gamuda Berhad. Since then, 20 employees with autism have been employed and the number continues to increase. Such success inspired the Gamuda Group to establish the Enabling Academy, aimed at enabling more people with autism towards gainful and sustainable employment. The Enabling Academy is implementing an employment transition programme that trains and places people with autism into companies.

Programme Overview

This employment transition programme, sponsored by Yayasan Gamuda, comprises two courses designed to equip trainees with relevant soft skills and practical job training that are essential for employability:

Course I

Personal Development for Career Sustainability

This course focuses on soft skills development, covers three modules: Personal Management, Career Management and Life Management. Training will be conducted in classroom setting with creative approaches that encourage active participations from trainees for effective learning. Lessons learned will be enhanced during practical training.

Course II

Job Skills Development

A mock office with simulated-based learning approach is set up at the academy to provide trainee an experience in a corporate work environment with relevant jobs, such as, clerical and administrative jobs, IT related jobs and research assistant job to develop their employability skills. Besides practical job training, basic work etiquettes such as communication skills, accountability, team work and time management will be taught in practical ways.

Checklist of an applicant's eligibility

- 21 years old and above
- Has an official autism diagnosis or medical report from a registered psychologist/psychiatrist
- Has completed secondary school education (or equivalent), diploma or a bachelor's degree
- Has vocational aptitude suitable for any administrative or professional jobs in corporate setting
- Independent in personal care, hygiene and grooming
- Able to follow instructions from supervisor and colleagues at work
- Display basic work etiquette such as punctuality, discipline, responsibility and team work.
- Able to handle basic interpersonal skills.
- Able to arrange transportation to and from work
- Interested in corporate employment and has the ability to work in an office environment

For those interested, please send resume and autism diagnosis or medical report from a registered psychologist/psychiatrist to: enablingacademy@gamuda.com.my

Enabling Academy

Lot B3 - 61, Jalan SS 22/23, Damansara Jaya, 47400 Petaling Jaya, Selangor Darul Ehsan, Malaysia
 ☎ +603 7710 8800 📠 +603 7710 0346 ✉ enablingacademy@gamuda.com.my 🌐 gamuda.com.my

Sponsored by



Copyright ©2018. Enabling Academy

22

自闭症青年在职场常遇见的难题：

- 与同事或主管产生摩擦
- 人际关系和沟通方面
- 情绪失控
- 无法理解工作指令
- 无法克服一些癖好，如上网，玩手机等等
- 记忆问题
- 刻板行为
- 感官功能失调（某些案例）
- 体力
- 工作组织能力

职前准备的重要考量



就业意愿



就业能力和态度



兴趣



自我认知



基本沟通能力



独立生活技能

Enabling Academy 评估表



Enabling Academy
Employment Transition Programme
Initial Vocational Aptitude Checklist

Name of Trainee: _____
 Name of Job Coach: _____

1. WORK ASSESSMENT

Scale: _____
 100% 75% 50% 25% 0%

Category	Item	Assessment Scale	Comment
Vocational Skills	Attendance - no absence from work, late arrival and early leaving without valid reasons (such as hospital visit and being off from work)		
	Health Conditions - having no own health and keeping a good health condition		
	Personal Grooming - personal grooming is suitable for the workplace.		
	Observance of rules - Follow the rules of the workplace.		
	Overweight - does not appear overweight		
	Communication and conversation - able to communicate and hold conversation with colleagues and supervisors.		

Interpersonal Skills	Work Capability	Health & Safety
Understand workplace relationships - understand the hierarchical relationship and able to derive directions from multiple people in multiple settings	Label to instructions - Able to follow instructions from multiple people in multiple settings	Keeping things tidy and in order - able to handle tools, materials and products carefully and keep them in order
Keeping interpersonal relationship - able to relate with colleagues in general	Physical strength - has enough physical strength to work for a day	Willingness - willing to do any type of work positively and proactively
Follow instructions - does the work according to instruction	Adaptability - able to work accurately and maintain the heat and quality	Responsibility - own the assigned work until it completes
Adaptability - able to identify errors or defective items	Work speed - able to achieve the required work speed	Team work - able to cooperate with others at work through work and role sharing
Meeting the work - willing to learn to master the assigned tasks	Coping with changes in work - able to cope with changes in job description and procedures	Request assistance - able to indicate and ask for help when experiencing discomfort, stress and pain
Use of communication and social media tools - able to use telephone and social media platform appropriately in the work setting	Dealing with danger/hazard - able to deal with danger, hazard and prohibition	Personal hygiene skills - able to carry out personal hygiene with using appropriate body/body care products, using disinfectant and other personal hygiene products
Questions, report, comment and consultation - able to ask questions, report, comment or consultation appropriately when necessary	Punctuality - punctual on time (come to work, break time and delivery schedule etc)	Work habits - able to read working signs and labels
		Basic safety - able to cross streets and walk to a destination independently
		Transportation - able to: ☐ Use public transport ☐ Use a motorcycle/ bicycle ☐ Use a driving license ☐ Find the relevant information
		Personal boundaries - know how to set others higher boundaries in physical contact (e.g. shaking, hugging, cuddling & other intimate body contact)
		Respect others personal boundaries - know how to respect others' boundaries differences (e.g. to stop and observe to give a handover / pass)

Copyright ©2018. Enabling Academy

25

各方的角色和责任



家长

- 接纳
- 对孩子有正确的认知
- 灌输与年龄相符的教导
- 灌输工作概念
- 培养良好生活习惯和规范行为
- 家庭互动时间
- 情绪管理
- 正向行为支持

校方/老师

- 与父母共同配搭
- 正向行为支持
- 发掘特殊儿的兴趣和才能
- 提供实践机会

转衔中心

- 正向行为支持
- 探索特殊儿的兴趣和才能
- 培训职业态度和提升能力
- 就业辅导员支持
- 提供实践机会

Copyright ©2018. Enabling Academy

26

资讯



- Malaysian Care service directory for Persons with Disabilities 基怀身心障碍者服务列表/指南：
http://www.malaysiancare.org/pwd_list

总结

- 尽早拟定支持计划和生涯规划
- 根据特殊儿的情况寻找适合的渠道（例：社会企业，转衔中心，庇护工厂，竞争性就业等等）
- 尽可能地给予见识 (exposure) 和体验的机会，不要过度保护
- 帮助特殊儿接纳自身情况，培养自我认知，并发掘潜能
- 父母在支持的过程中也需有适当的休息和自我护理
- 转衔中心需有就业辅导员 (Job Coach) 以达成特殊儿的稳定就业。

谢谢



This presentation is copyright of Enabling Academy and meant for training purposes only. Any reproduction, transmission, publication, performance, broadcast, alteration or other use in any manner without prior consent from Enabling Academy is strictly prohibited.