

## What Is Customized Employment?

Customized employment is a flexible process designed to personalize the employment relationship between a job candidate and an employer in a way that meets the needs of both. It is based on an individualized match between the strengths, conditions, and interests of a job candidate and the identified business needs of an employer.

Customized Employment utilizes an individualized approach to employment planning and job development — one person at a time . . . one employer at a time.

### **Customized employment will often take the form of:**

**Task reassignment:** Some of the job tasks of incumbent workers are reassigned to a new employee. This reassignment allows the incumbent worker to focus on the critical functions of his/her job (i.e., primary job responsibilities) and complete more of the central work of the job. Task reassignment typically takes the form of job creation, whereby a new job description is negotiated based on current, unmet workplace needs.

**Job carving:** An existing job description is modified — containing one or more, but not all, of the tasks from the original job description.

**Job sharing:** Two or more people share the tasks and responsibilities of a job based on each other's strengths.

Less common — though becoming more established throughout the country — is Self-Employment as a form of Customized Employment. Self Employment allows for an individual to receive assistance in the creation of an independently owned small business (typically a micro enterprise, under five employees) based on the strengths and dreams of an individual and the unmet needs of a local market while incorporating the individualized planning and support strategies needed for success.