

TOOL 15 – GUIDELINE 3: BEING A CATALYST
Module: ALL – EMPOWERMENT OF THE JOB COACHES
Worksheet

Objectives:

Learning how to shift the responsibility to the participant.
 Encouraging responsibility.
 Raising awareness and promote ownership for the participants.
 Learning how not to be attached to the outcome as a co-leader/job coach.
 Let the participants explore their own thoughts and experiences rather than feeling interrogated or boxed in.
 Shifting from guidance from the job coach to asking questions that will lead to self-exploration in the participant.

Materials required:

Printed out worksheets and needed attachments for each session.

Step by step facilitation instructions:

Directness – be direct in your questions and in addressing observations of what may happen in the room.
 Dare to ask mainly open questions from curiosity on behalf of the participant – and not from yourself.
 Adapt if the open questions create confusion by either provide examples or ask combine with more yes/ no questions with few alternatives.
 The participants have the answers – ask questions based on what they say and show and not from an own agenda.
 Neutral – always separate yourself from the process. Keeping the invisible line will help you maintain your neutral position and a more professional facilitator.

Expected duration

Throughout the group session including check – ins: 120 minutes.

Expected outcomes

The participants take ownership of their own process.
 Sustainable change comes from within.
 Participants relate what they discover to their broader life context.
 Encouraging agency, which many autistic adults deeply value, especially if they've experienced pathologizing or directive support in the past.
 Being truly curious as a co-leader/job coach builds trust and psychological safety.
 Co-leaders and job coaches with more surplus and energy.

Autism-specific adaptations

Structured instructions and predictable flow – Flexible timing and reduced cognitive load. Environmental adjustments to minimise sensory stress.

CHECKLIST

- I understand the purpose of being a catalyst:
- I have combined open/closed questions: