

Community Personnel Services



2022 Update

**Enriching the lives of adults with
special needs since 1995.**

About Us

Our Mission

Community Personnel Services, Inc. (CPS) is a nonprofit supported employment agency based in Chatham. It was established in 1995 as an affiliate of ECLC of New Jersey.

CPS enriches the lives of individuals with intellectual and developmental disabilities through employment placement and supports; community inclusion; and promotion of self-advocacy and self-sufficiency. CPS has grown from serving its first class of 30 students to supporting more than 400 clients!

Funding is provided by private and public school contracts and state agencies: the Division of Vocational Rehabilitation Services; the Commission for the Blind and Visually Impaired; and the Division of Developmental Disabilities; and Medicaid.

Services



Transition Services

Life after graduation offers continued success when planning is a joint effort! Transition Specialists collaborate with students, families and school personnel to create a student-centered, post-graduation plan based on preferences, skills, funding and community supports

Supported Employment

Employment Specialists partner with clients to help them find and retain jobs that match their skills, abilities and interests. Once in a position, clients receive the training and support they need to succeed in the workplace.

Support Coordination

Support Coordinators combine their experience, knowledge, advocacy and sincerity to assist clients and families in navigating the Support Coordination system. They help clients and their families access and monitor services. The shared goal is to ensure the health, safety and well-being of adult clients. CPS was one of the first agencies approved by the state to provide support coordination services with the ability to approve budgetary plans.

Success Story

Brian has worked part-time as a busboy and greeter at Applebee's for the past six years. Brian's road to a successful job began at ECLC's school in Ho-Ho-Kus and the SKIL (Seeking Knowledge for Independent Living) Program. He "job sampled" at a nearby senior living facility and learned basic food-service skills.

"ECLC helped me get this job because I knew how to do the work already," said Brian. "And, it's close to my home."

When COVID-19 hit in March 2020 and turned life upside down, many people lost their jobs or were furloughed, including Brian. As an essential worker, he was quickly called back. Brian was eager to return! "I was excited to come back," he said. "I was bored at home and missing work. I was happy when they called me."

His manager describes Brian as a "model employee." "He is reliable and does everything that you want. He communicates with the guests really well. We are lucky to have him!"

This praise is a reflection of Brian's work ethic and training, coupled with support from his job coach, who is in regular communication and always available. "Whatever he needs. I am here for Brian. We are all in this together."



Success Story

Gina

Working nearly full-time, Gina is a longtime Marketing and Print Associate at Staples. She enjoys helping customers and is detail-oriented, making sure their orders are produced correctly.

She does a lot more than just fulfilling orders! She is known for proactively going out of her way to see what else she can do to serve customers better and enhance their experience at the store. She has won awards, and her manager glowingly calls Gina a store "superstar"!

During COVID-19, Gina was considered an essential worker and continued coming to work and covering for co-workers, most of whom had to stay at home.

Her job coach provides twice-a-month visits and a safety net to ensure her success!

With a college degree in the arts, she aspires to move up in the store and take on additional responsibilities. Her manager believes she has what it takes: "I see Gina moving up down the line. She has a bright future ahead of her!"



Contact Us

Learn more about CPS Transition, Supported Employment and Support Coordination services, by contacting us.

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CPS received the highest CARF accreditation in the following areas:

- **Community Employment Services: Employment Supports**
- **Community Employment Services: Employment Supports (Autism Spectrum Disorder-Adults)**
- **Community Employment Services: Job Development**
- **Community Employment Services: Job Development (Autism Spectrum Disorder-Adults)**
- **Transition Services**
- **Transition Services (Autism Spectrum Disorder-Adults)**

