

SUCCESS IN THE WORKPLACE

EMPLOYER TOOLKIT

Strategies from
Autistic Employees

RETAINING AUTISTIC EMPLOYEES



Many autistics benefit from extra support in managing their anxiety and emotions.

Managing anxiety

Feedback and performance reviews

- Provide feedback throughout employment; don't save it for performance reviews.
- Allow employee to address concerns before a performance review.
- Be transparent about what's involved in the performance review.
- Provide employee a copy of the performance review draft to support need to understand information and generate questions or response to the information.
- Review supports and adjustments with employees and change as needed.
- Provide opportunity for employee to succeed with revised supports and adjustments.

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Schedules, breaks and movement

- Keep employee's schedule consistent. Avoid changing it without their consent where possible.
- Provide advanced notice of schedule changes where possible.
- Allow employee to request schedule changes when life events require it.
- Support employee to take unscheduled breaks as needed.
- Allow employees freedom to move around and decompress as needed.