



"Tapping The Hidden Talent Pool"

Initiating Work

To create a plan and prioritise you need to first “get started,” which is managed by the executive function of task initiation. Although we sometimes delay tackling certain activities that we do not particularly want to do, for most of us knowing how to start a task is largely intuitive. For example, during tax season many people begin by simply collecting all of their income statements and expense receipts as the first step to categorising them. However, a Neurodivergent individual might quickly become overwhelmed because they feel the need to create extensive lists of expense categories or understand the nuances of current tax legislation, bypassing a rather obvious and easily completed first step.

Organisation and planning involves knowing how to adjust when something does not go as planned. If a Neurodivergent employee is persistently late for work, it may be related to a break in the chain of events that they must go through, such as getting up or walking out the door. The employee may also have difficulty starting the process or continuing it when an adjustment needs to be made along the way. Unexpected deviations such as running out of cereal, weather changes, and transit interruptions may make it difficult to move past that part of their routine, because they may be unsure of how to work around it.

Our Advice

- Make a direct suggestion such as “Why don’t you start with XYZ first?”
- Provide detailed lists that have been prioritised beforehand.
- Suggest starting with a task that is a lower priority but is easier to do.
- Discuss concerns and issues in the workplace as soon as they arise.

- Help them structure and plan their working day around managing tasks and timeframes to complete these.
- Check in regularly during the working day to see how they are getting on.