

Employment & Post-Employment Services

Building Pathways
to a Brighter Future



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OFFICE OF FAMILY ASSISTANCE





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HPOG Year 3: Where We Stand

Year 3: Employment Factors

- Recruitment & enrollment is steady – found solutions to increase outreach
- More participants needing basic skills and staying longer at this stage.
 - How can you help them advance? By providing support services, intensive coaching, integrated training.
 - What else is your program doing?
- Bulk of HC training completions are for shorter term training
 - Career Laddering should be happening

- Longer term training completions are happening
 - As with basic skills, supportive services and intensive coaching are keys to participant success.
 - What else is your program doing?
- Active and continual employer engagement
- Employment related services are being provided to all participants



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What We Know: Ideas for Successful Participant Employment

Tips for Success

- Goal planning is essential, from the start
 - Consistent tracking, timely check-ins
 - A Career Pathway is key to future self-sufficiency
- Knowing who's doing what on your team
 - How do case management & employment services work together?
- Knowing your employers & their needs
 - What are they asking for/ providing?
- Evaluating the process
 - Are there any holes?
 - Are there any hurdles that require extra support?



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Key Areas to Improve

Building Strong Rapport

- Setting clear expectations
 - Building a trusting and supportive relationship
 - Making it clear that case managers/ employment specialists will be providing proactive participant support from beginning to end, to ensure the ultimate goal of successful and self-sustaining employment
 - Effective communication will prevent potential derailments
- Keeping track of participant's employment
 - Strong relationships will help motivate participants to report their employment, and share the excitement
 - If participants interact with both case managers and employment specialists, strong rapport should be built on both ends well in advance
 - Celebrating employment milestones can keep participants engaged

Tackling Career Readiness

- Providing timely job skills assessments and support
 - This should not be left until the end, especially when dealing with short term training
- Involving employers
 - If not involved from the beginning, it is crucial to obtain employer feedback as soon as possible
 - Ensure participants are being appropriately placed
- Career Readiness is multifaceted
 - To employers, digital literacy could be more important than ABE
 - Although a participant may learn to comfortably tackle interview questions, they need to appropriately dress for the interview
 - Focusing on soft skills can reinforce retention efforts

Post Employment Support

- Child care and transportation
 - HUGE needs during training, that are often still necessities during the first few months of employment
- Goal planning
 - Knowing who's following-up post employment and what that looks like
- Employer check-in
 - These conversations will inform programs of any needed additional support services



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Table Discussion

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- What has been the biggest challenge when trying to get participants employed?
 - Think big picture:
 - soft skills
 - basic skills
 - background checks
 - drug testing
 - reporting employment
 - graveyard shifts
 - etc.???
- Be ready to share examples



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Grantee Presentations

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- Five min presentations followed by brief Q & A
- List of “promising practices” will be kept for reference during team time



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Grantee Team Time

Team Time/ Action Planning

- Questions can be found on the handout titled “Team Time/ Action Planning”
- Discussions should take no more than 40 minutes
- Last 20 minutes will be reserved for grantee sharing
 - Please share ONE action item

Thank You!

- Lunch break: please be back in time for the next session starting at 1pm
- Next session: Understanding and Using Program Data for Different Audiences