



## SUBMISSION FORM

LWDA: One. Northwest Private Industry Council

# #1

Submitted by:  
Janelle Wald Kovar

**Attach a description (no more than three pages) describing the innovative practice. Please address the following points. See the following page for an outline.**

- Overview describing the innovative practice
- Jobseeker impact (ie: benefits, outcomes for jobseekers)
- Employer/Community impact (ie: benefits, outcomes for non-jobseekers)
- Identification of those involved, including collaborators
- Leveraging/alignment of outside resources
- Ability to replicate by others: Include guidance or a template which provides a roadmap for other local areas to replicate this practice. This could be a step-by-step list, a diagram, an outline, a series of questions, etc.

Information can be emailed to:  
Becky Accettura, [baccettura@mncounties.org](mailto:baccettura@mncounties.org)

***DUE ON: Friday, May 6, 2022 at 5:00 PM CT***

<b>Scoring Criteria for Selection of Outstanding Practices</b>	<b>Maximum Points</b>
Overview describing the innovative best practice	20
Jobseeker impact (ie: benefits, outcomes for jobseekers)	20
Employer/Community impact (ie: benefits, outcomes for non-jobseekers)	20
Identification of those involved, including collaborators	15
Leveraging/alignment of outside resources	10
Ability for use or replication by others	15
<b>TOTAL</b>	<b>100</b>

**Program/Initiative Title:**  
**LWDA Name:**

**Overview describing the innovative practice**

The Northwest Private Industry Council Local Workforce Development Board for Polk, Pennington, Red Lake, Roseau, Kittson, Marshall, and Norman counties in Northwest Minnesota has a history that includes bringing in great speakers for trainings on relevant, pertinent, and timely workforce issues. Examples of these impressive, thought-provoking speaking engagements include:

We are all Criminals (modeled after MAWB Summer meeting thought leaders brought to local area)  
Mental Health in the Workforce  
Intercultural Understanding in the Workplace

**Jobseeker impact (ie: benefits, outcomes for jobseekers)**

The impact for the job seeker is that local leaders are trained and educated on issues that individuals are facing that normalizes and reduces stigma. The local area is armed to approach job seekers with an advanced degree of empathy and scope of what may be at play in day to day lives that ultimately influences behavior or viewpoints that impact perception of hiring practices and job performance.

**Employer/Community impact (ie: benefits, outcomes for non-jobseekers)**

Rural communities that operate in cliques or silos are provided no cost cutting edge solutions that stretch across sectors and benefits employers and the community by ultimately connecting us all. Our hope and intention was to inspire new ideas building momentum in Northwest Minnesota.

**Identification of those involved, including collaborators**

This March (March 3<sup>rd</sup> from 9:30 a.m. to 3 pm) the Workforce Development Boards collaborative event with Careerforce, Advance Thief River, Pine to Prairie Cooperative Center Career and Technical Education, and the Northwest Service Cooperative featured an innovative speaker highly recommended by the esteemed Heather Bandeen, PHD and former Association of Minnesota Counties staff leader in programming Tyler Gehrking from Kandyohi County presented the topic "Where is the Talent?!" to share community stories and successes that can be applied to other rural communities struggling with recruiting or retaining talent that is a huge issues statewide and nationally. These hot topic events are funded in plan partnership through the Minnesota Association of Workforce Boards Regional Planning dollars in collaboration with our sister workforce board the LWDBA2 Rural Minnesota CEP.

**Leveraging/alignment of outside resources**

Tyler Gehrking is an outside speaker educator business owner and entrepreneur that was intellectually considered by local board leadership, local and regional economic development networks and educators, and Association of Minnesota Counties human capital to foster workforce development and economic development in the local area as it relates to the rural economies, state, and nation.

**Attach guidance and/or template which provides a roadmap for other areas to replicate the practice.**

See attached.

## **NWPIC Regional Planning Event Program Guide Timeline**

**Event date: Thursday, March 3, 2022**

**Key collaborators- NWMN Service Cooperative and Pine to Prairie**

### ***Annual Event General Purpose or Objective-***

- What is the best information we can supply to NW MN manufacturing, businesses, and employers?
- To provide employers with pertinent, relevant, and timely information.

### ***In-Person Event schedule-***

Five hours 9:30 am to 3 pm.

- Speaking engagement 10am -12:30 and 1-3pm.
- Half hour breakfast 9:30 am-10 am,
- Half hour lunch 12:30-1 pm.

### ***Confirmed Venue information-***

Legacy Event Center 16458 160th Ave NE Thief River Falls, MN 56701

- In house PA,
- A wireless mic,
- and a 12 x 8-foot projection screen.
- Wireless internet and space for catering. Charge \$250.
- Michelle is the contact person at 218-681-1278. Cell 218-686-4655.

### ***Proof of exploration of other venues-***

- Crookston University of Minnesota or Veden Center for Economic Development – call Associate Director – Mitch Berg? tel: (218) 281-8344
- Crookston Inn - \$250.
  - \$9.92 per person for a box lunch.
  - 12-foot ceiling in the ballroom.
- Thief River Falls Ralph Engelstad Imperial Room – Nicole \$300
- Would Digi Key host it?

### ***Promotions-***

**Already underway and ongoing Janelle is planting seeds and sharing event at work**

- List from last two years of past attendees and invited - Share or deploy four weeks ahead Thursday, February 3, 2022
- Regional Workforce Alliance (RWA) – a list from Dan Wenner - Share or deploy four weeks ahead Thursday, February 3, 2022
- Gov. delivery- Send a flyer to DEED WSC or Chet Bodin by Monday, January 17, 2022
- Gov. delivery deploy six weeks ahead Thursday, January 20, 2022
- Gov. delivery deployed four weeks ahead Thursday, February 3, 2022
- Gov. delivery deployed two weeks early, Thursday, February 17, 2022
- Gov. delivery deploy one week ahead Thursday, February 24, 2022, last chance to register
- Check-in with Tyler Gehrking Speaker one week ahead for last-minute needs

- Rani Bhattacharyya's Regional Economic Development- Share or deploy four weeks ahead Thursday, February 3, 2022
- Local area Newspapers Polk, Pennington, Red Lake, Roseau, Kittson, Marshall, and Norman counties- Share or deploy four weeks ahead Thursday, February 3, 2022
- Michelle Christopherson's group and through Chambers-Share or deploy four weeks ahead Thursday, February 3, 2022
- Trainer and NW MN Educators high school, technical college, and undergrad, email from last year and the NWPIC board-Share or deploy four weeks ahead Thursday, February 3, 2022
- All economic development directors and Dan Ganje, NWMN foundation -Share or deploy four weeks ahead Thursday, February 3, 2022

***Promotional flyer to-dos:***

- Careerforce logo,
- NW Service Cooperative,
- Pine to Prairie,
- and NWPIC send to Tyler.
- NW MN Economic Developers Network- Rani
- Eventbrite link –
  - Set it up and email it out.
  - See what Eventbrite has for in-person event organizational tactics.
- Deadline to formalize event flyer end of December 2021?
- Do we want to cap out at 50, so get your registration done by Friday, February 25, 2022?  
Register by Friday, February 25, 2022.



#2

SUBMISSION FORM

LWDA: \_\_\_\_\_ 5 \_\_\_\_\_

Submitted by: \_\_\_\_\_ Barbara Chaffee \_\_\_\_\_

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TOTAL	100

**Program/Initiative Title: Sector Specific Employer Panels**  
**LWDA Name: Central Minnesota Jobs and Training Services, Inc.**

**Overview describing the innovative practice**

Central Minnesota Jobs and Training services, Inc. wanted to expand upon the Governor proclaimed sector months and initiatives over the past year and a half, by conducting employer panels for local high school students in the region. Through these Career Connections, youth were able to hear from industry experts working with companies that have openings and growth opportunities right in the students' backyards. They were provided with information about the broad range of occupations in healthcare and information technology, the types of training needed to pursue certain occupations, and details about how they might connect with the employer to get started on a career path even while still in high school. The youth had the opportunity to submit questions prior to, as well as during, the presentation. Career pathway tools, resources, and info graphics were also shared during these events.

**Jobseeker impact (ie: benefits, outcomes for jobseekers)**

Through these events, youth were able to hear about careers in healthcare and information technology with a goal to share insights into a broad range of occupations – beyond just those that most people think of. In addition to positional information, presenters helped students to understand the types of skills and traits that typically work well for certain occupations. Students were provided with information on how to connect with presenters and employers for shadowing, training, or entry-level opportunities that would allow them to try out occupations and get on a career path while still in school.

Two employers presented at each panel, along with LWDA staff who shared resources and available programming. The DEED Workforce Strategy Consultant shared labor market information and industry overviews at some of the panels.

In January and February of 2022, seven panels were held across the region with seven different employers. A total of 96 youth participated. These were a blend of virtual and in-person sessions.

In total over 400 youth participated in the panels and received career information over the past year and a half. A handout on opportunities was created and shared as well.

**Employer/Community impact (ie: benefits, outcomes for non-jobseekers)**

Employers were able to connect with young people – prospective future employees - in their regions to generate career awareness for their industries, occupations, and specific companies. In some instances, and certain industries there were young people who were a fit for potential hiring right away, and for others it was helpful to engage the youth for future interest in the career paths available in the industry sector.

Feedback was received after the healthcare presentations from participating employers that some youth followed up and applied for openings

Connecting youth with employers in the areas in which they currently live increases the chance that they find a fit and pursue their ambitions without leaving home, or may consider returning to these employers after additional training.

## Identification of those involved, including collaborators

This was a team effort engaging employers, educators, youth, LWDA staff and the DEED WSC. All brought their ideas to the table on what to present, when, how, and tools to be shared. A great deal of collaboration and flexibility was needed to schedule these to fit in with many different school schedules. Presentations were recorded and so that they could be shared with other schools.

These efforts focused on local opportunities. Youth are often a rural area's largest export. The project goal was to have youth learn about careers, but also to introduce them to the many opportunities that exist close to home.

## Leveraging/alignment of outside resources

This leveraged existing relationships between LWDA staff, employers, and education partners. Most of these efforts just required time for organization of logistics, presentation preparation, and promotion with students. The majority of the sessions were offered virtually with some in-person during 2022.

## Attach guidance and/or template which provides a roadmap for other areas to replicate the practice.

Example of Healthcare panel email:

We are so excited that Governor Walz has signed a proclamation to designate the entire month of January as Health Care month. The state of Minnesota will be spending additional time focusing on health care careers opportunities during the month of January. More information can be found at <https://www.careerforcemn.com/industry/health-care>.

CMJTS would like to set up a Zoom meeting as a panel discussion with local school's career explorations class and Cassia Life to discuss the entry level job/career opportunities available to youth. Some of the discussion points would focus on COVID PPP measures to ensure resident/patient and staff safety; careers in health care are not just nurses and doctors; and training, scholarships, and reimbursement available to workers in this field.

We would like your organization to participate in this local panel discussion on either **January 27 or 28**. We are still in the process of working out the details with the local school districts, including exact date and time, and will be sending out more details soon but would first like to confirm your interest.

Please let me know if you or someone from your organization would like to participate and can then follow up with the details.

Thank you!



Example of Agenda for IT Month:

**Youth Career Connections – IT Month – April 2021**  
**Region 7E Student Employer Panel**  
**Wednesday, April 28, 2021 – 10:00 am – 10:50 am**

**Agenda**

10:00 Welcome and Introductions, Rebecca Perrotti, CMJTS

10:05 IT Industry General Info, Della Ludwig, DEED

Panel Speakers:

10:10 Nicole Pruden, ECMECC

10:25 Rebecca Gallik, Medtronic

10:40 Question and Answer Time, Rebecca P & Della

10:45 CMJTS Youth program info, Michelle Presley

Zoom Meeting Link:

Student Survey Link: <https://tinyurl.com/2n6hn8th>

Example of electronic handout for students, teachers and others.

Example of electronic handout for students, teachers and others.

Example of electronic handout for students, teachers, and others.

## JANUARY 2022 is HEALTHCARE MONTH



Governor Walz has proclaimed January 2022 as Healthcare Month. Did you know jobs within the healthcare industry are projected to grow 16.5 % between 2018 and 2028, adding 80,150 jobs? And, healthcare employers in Minnesota pay an average annual wage of \$56,368 with opportunities for workers of all experience and education levels.

Since this industry presents a wealth of growing career opportunities, the CMJTS team will be celebrating this important industry by highlighting the resources below during the Healthcare Month:

RESOURCE	DESCRIPTION
Current Healthcare Apprenticeships	Showcase current apprenticeship openings within MN to include Pharmacy Technician, Medical Assistant, and PCA. For details, visit: <a href="#">Click Here</a> .
Healthcare Questionnaire	A brief questionnaire with immediate results of careers that match your interests. <a href="#">Click Here</a>
Virtual Job Shadows	Pre-Health Shadowing is a free online platform that provides virtual shadowing opportunities, globally to students interested in pursuing a career in healthcare. To learn more, visit <a href="#">Click Here</a>
Spring/Summer Opportunities	Volunteering at your local hospital is a great way to learn firsthand about careers and begin networking with professionals in the industry. <a href="#">Click Here</a>
	Attend an online Scrubs camp to learn about healthcare. You will receive a micro-credential from Winona State University that you can use in future job or college interviews. <a href="#">Click Here</a>
CareerForce Events	Attend a variety of events regarding how to start a career or education within the Healthcare industry at <a href="#">Click Here</a>
Apply for a Medical Assistant or Surgical Tech Apprenticeship at Fairview	Fairview's apprenticeship program offers an earn-as-you-learn workforce training model. You'll receive classroom instruction and on-the-job training to provide the industry-specific knowledge needed to perform within an area of expertise. As an apprentice, you are actively employed and earn a salary as you train. Upon completion of your apprenticeship, you will earn a nationally recognized credential in a highly skilled, in-demand occupation. <a href="#">Click Here</a>
Career pathways in Healthcare	Review infographics at <a href="#">Click Here</a>
Healthcare Careers Video	Review videos of healthcare careers at career one stop. <a href="#">Click Here</a>
Training Agencies	Free resources to help find information on healthcare careers and possible training assistance funding. Visit <a href="https://cmjts.org">https://cmjts.org</a> and <a href="https://careersolutionsjobs.org">https://careersolutionsjobs.org</a>



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Upon request this form is available in alternative formats. Contact: [Angie.Dahle@CSJobs.org](mailto:Angie.Dahle@CSJobs.org) or [Iwojtowicz@cmjts.org](mailto:Iwojtowicz@cmjts.org)



#3

SUBMISSION FORM

LWDA: Southwest Minnesota LWDA #6

Submitted by: Carrie Bendix

**Attach a description (no more than three pages) describing the innovative practice. Please address the following points. See the following page for an outline.**

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**Program/Initiative Title: Certified Community Interpreter Training**  
**LWDA Name: Southwest Minnesota Private Industry Council**

**Overview describing the innovative practice**

There are very diverse counties in Southwest Minnesota, including Nobles County, the second most diverse county in the state of Minnesota. It is estimated that there are 84 different languages and/or dialects spoken in Nobles County. Nearly a third of the residents speak a language other than English at home. A significant number of new immigrants in the community rely on interpreters or community connectors to navigate vital program services including county services, legal services, health services, and assistance with searching and applying for employment. With record setting low unemployment rates and a significant labor shortage, employers in the region are hiring more immigrants. They too have a great need for interpreters. Many of the Language Line services used are limited, especially when it comes to dialects. To address the significant need of the new immigrants in the community, the great need for employees, and to create a career pathway that is in high-demand, good paying, and capitalizes on the strengths of our job seekers, the Southwest Minnesota Private Industry Council, in collaboration with its partners, facilitated the Certified Community Interpreter Training.

**Jobseeker impact (ie: benefits, outcomes for jobseekers)**

Once participants successfully complete the intensive 40-hour training, they prepare for and take the Oral Proficiency Interview. After the class is completed, individuals then began one-on-one practice with ABE staff to prepare for their Oral Proficiency Interview. This assessment is done in their language and English. The interview is proctored by ABE staff and individuals receive a rating in each language. Ratings range from Superior to Novice. Depending on the result, they will be credentialed in one of the below proficiency levels. Law offices/courts and medical facilities often require the highest levels of proficiency.

Proficiency Level	Global Tasks and Functions	Context / Content	Accuracy	Text Type
Superior	Discuss topics extensively, support opinions and hypothesize. Deal with a linguistically unfamiliar situation.	Most formal and informal settings from concrete to abstract perspectives. <i>Wide range of general interest topics and some special fields of interest and expertise.</i>	No pattern of errors in basic structures. Errors virtually never interfere with communication or distract from the message.	Extended discourse
Advanced	Narrate and describe in major time frames and deal effectively with an unanticipated complication.	Most informal and some formal settings. <i>Topics of personal and general current interest.</i>	Understood without difficulty by speakers unaccustomed to dealing with non-sympathetic listeners.	Paragraphs
Intermediate	Create with language, initiate, maintain, and bring to a close simple conversations by asking and responding to simple questions.	Some informal settings and a limited number of transactional situations. <i>Predictable, familiar topics related to daily activities.</i>	Understood, with some repetition, by speakers accustomed to interacting with language learners (sympathetic listener).	Discrete sentences
Novice	Communicate minimally with formulaic and rote utterances, lists, and phrases.	Most common informal settings. <i>Most common aspects of daily life.</i>	May be difficult to understand, even for speakers accustomed to interacting with language learners.	Individual words and phrases

Upon receiving their Community Interpreter certificate, they begin looking for employment. It does not take them long as the demand in our community is great. Individuals received opportunities with lawyers, clinics, hospitals, schools, community-based organizations, manufacturers and more. Most individuals received pay of \$25 – 30 per hour as certified interpreters with an employer, much more as self-employed contractors. While some employment opportunities are not full time, the wages have helped lift individuals out of poverty or has given them the additional income, increased professional relationships, and new opportunities. Many of our trainees were already interpreting for their extended family and friends, the certificate facilitates getting paid and highlights the value of the service. The certificate also gives many individuals the creditability and confidence to become actively involved in the broader professional community.

### **Employer/Community impact (ie: benefits, outcomes for non-jobseekers)**

Local employers, counties, legal services, social services, health services and other community organizations now have access to in-person interpreters for a greater number of the languages/dialects that were previously unavailable. Now that employers have access to hire an interpreter, employers gain a whole new labor pool to recruit from and create more inclusive environments. As an example, we have a significant Karen community. When using Language Line services, the only interpreter often available speaks Burmese. This is the language of the people who oppressed the Karen and made them refugees. Having someone local who can interpret the Karen language/dialects is essential to providing inclusive services. For a rural community, this is vital in reducing the barriers for new immigrants to be fully engaged in the community, receiving equal access to services, and gaining the ability to obtain better paying employment.

### **Identification of those involved, including collaborators**

Collaborators include the Southwest Minnesota Private Industry Council, Southwest ABE Consortium, Minnesota West Community and Technical College, and ARCH Language Academy. The Southwest Minnesota Private Industry Council utilized funds from the Pathways to Prosperity grant to offer Certified Community Interpreter classes and offers case management and support services to the participants. The Southwest ABE Consortium offers a bridge course by working in small groups with individuals to prepare them for the intensive 40-hour, one-week ARCH course. Participants also learn some medical terminology. ABE also helps prepare participants for the Oral Proficiency Interview. Individuals then attend a one-week class at the Minnesota West campus with an instructor from ARCH. ARCH is licensed through the MN Office of Higher Education (MOHE) to provide TCII (Community Interpreter) training. They are also on the ETPL. ARCH Language Services, which is the only national 40-hour licensed certificate program for community interpreting. It is designed to train interpreters in medical, educational, and social services. Individuals learn such things as ethics and conduct, ethics and interpreter skills, culture and mediation, community services, standards of practice, confidentiality, and lots of practice with each other.

### **Leveraging/alignment of outside resources**

This innovative promising practice fills an essential need in the community. We were able to access additional funds through ABE to offer additional supports to the students for a successful outcome. Employers also referred students to the training – resulting in a reduction of the cost per participant. Employers who referred students paid wages while they were in training. Through another grant, we were able to provide the technology needed for students while participating in the online portion of the classes.

### **Attach guidance and/or template which provides a roadmap for other areas to replicate the practice.**

Last year, South Central WorkForce Council replicated the program and partnered with the Southwest Minnesota Private Industry Council to offer interpreter classes in their area as well. The program can be replicated through contracting with ARCH Language Services (now Clario) and local Adult Basic Education programs. The training resources are available. We have also expanded the program by offering it as an incumbent worker training.



#4

SUBMISSION FORM

LWDA:  #7 South Central WorkForce Council

Submitted by:  Sara Carrigan

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**Program/Initiative Title: South Central Adult Career Pathways (ACP) Partnership**

**LWDA Name: South Central WorkForce Council**

**Overview describing the innovative practice**

The South Central Adult Career Pathways partnership demonstrates the importance of an effective partnership in addressing the need to upskill adults with barriers to employment in high demand occupations. The South Central Adult Career Pathways partnership includes a strong collaboration of education and employment partners with representation from Adult Basic Education (ABE), CareerForce partners, South Central College, community partners and industry partners from healthcare, manufacturing and transportation. The expertise from each partner is vital in developing career pathway programming that is effective in meeting the needs of local employers and job seekers. A key ingredient to the South Central Adult Career Pathways partnership is the local input from industry employers in the development and evaluation of programming.

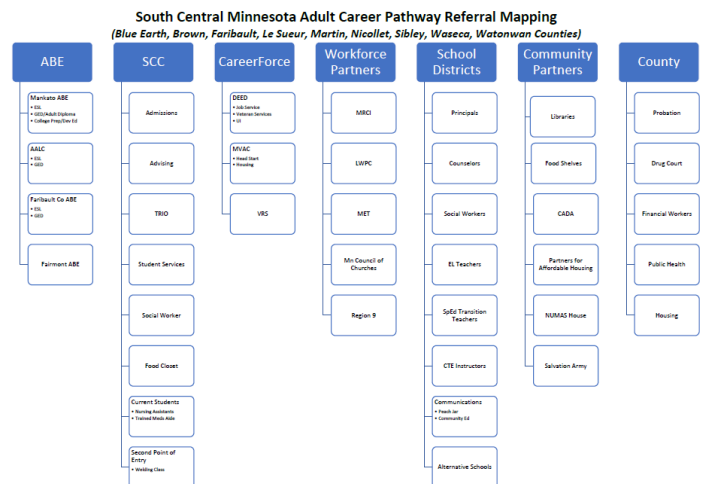
Through this partnership a variety of effective strategies have been developed including strong partnerships with employers, Adult Career Pathways Networking Event, referral mapping, reverse referrals, success story videos and regional collaboration.

The **Adult Career Pathways Networking Event** was launched in 2018 with the objective to strengthen the collaboration between agencies which enriches services to job seekers. The Adult Career Pathways Networking Day was developed to educate new and incumbent staff on the variety of services and programs available through the robust partnership, enhance communications between agencies, build on each partners' strengths & resources to maximize services, and strengthen the referral process. This annual event includes an overview of the Adult Career Pathways programs, participant panel, breakout sessions to learn about Adult Basic Education opportunities, CareerForce services and programs, South Central College's student services, community programs and a networking lunch. Past agenda's and presentations can be viewed on the [South Central WorkForce Council's website](#). Employers have also attended the Adult Career Pathways networking event and have expressed an interest in planning a similar event with an employer focus.

Through the partnership, the South Central ACP partners have developed a **referral map**. This idea was adopted from Mayo Clinic partners with the Bridges to Healthcare program. The referral map allows us to track where referrals come from, provides a strategy for outreach and identifies where our recruitment efforts could be strengthened. Each section of the referral map has a partner agency champion that communications program offerings, updates and answers ACP questions. We are looking to add an employer referral map to help with our reverse referral recruitment strategy.

We work closely with local employers to provided information about the ACP programming in our area to develop strong programs that incorporate the needs of our local employers, provide work-based learning opportunities through informational interviews, job shadows, business tours, work experiences and internships and build a skilled talent pool where labor shortages occur. We continue to develop a **reverse referral** strategy with employers. Employers can refer job applicants that do not fit the job qualifications to ACP programs to gain the skills necessary to obtain the position. They can also refer individuals from their current workforce with low skills that are looking for career advancement.

In collaboration with Southwest Minnesota Private Industry Council, we are developing success story videos featuring participants that have successfully completed career pathway programs in Healthcare, Community Interpreter and Welding. Our Adult Basic Education and post-secondary partners are assisting with the filming of the videos and helping ACP participants prepare for the interview. The videos will feature participants from diverse backgrounds and will share how ACP helped them reach their goals. The purpose of the videos are to

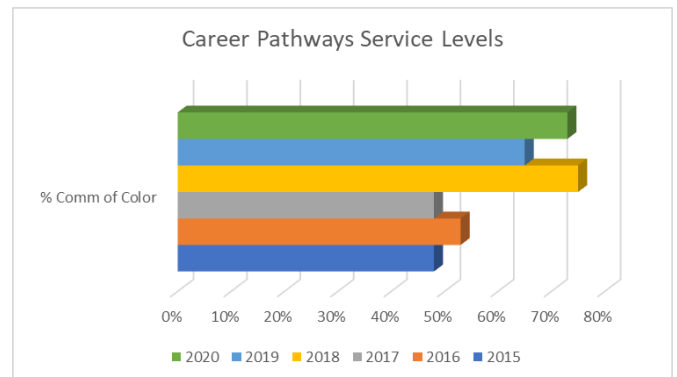


promote ACP programs, highlight demand occupations and encourage individuals from all backgrounds to consider ACP services. The videos will be shared by ACP partners through social media, newsletters, websites and in ABE classrooms. We look forward to debuting the videos later this summer. In addition to partnering on success story videos, the Career Pathway navigators and ABE consortiums in South Central and Southwest Minnesota meet periodically to share best practices and develop new strategies to serve ACP participants. Through these collaborations, Southwest and South Central ABE instructors team taught a Community Interpreter bridge course online which allowed more students to participate and ABE instructors were cross trained in the classroom materials and the use of technology for online programming.

**Jobseeker impact (ie: benefits, outcomes for jobseekers)**

The Adult Career Pathways program creates opportunities for adults with barriers to employment to improve their basic skills, learn about high demand occupations, build their self-confidence, attend college, earn industry recognized credentials and obtain employment in demand occupations throughout South Central Minnesota. The ACP partnership is key to making sure career pathway programs meet the needs of participants and employers in the local area. The partnership oversees feedback from participants through surveys and focus groups, implements feedback and encourages agencies to work together for effective participant outcomes. The ACP partnership promotes working together across agencies to provide wrap around services to support job seekers to overcome barriers and achieve their career goals. The benefit to job seekers when agencies work together is a streamline service delivery with supports from multiple agencies to assist the job seeker in reaching their goals. The partnership works together to improve services to job seekers by reducing duplication of services and collaborating between agencies regarding paperwork, referral and services. In additional, the partnership was crucial in developing multiple starting points to participate in Career Pathway programming based on the participant needs. Job seekers may need to strengthen their academic skills before pursuing college level education, require academic supports when starting college level courses or need wrap around services while pursue advance training. These multiple starting points allow job seekers to start on a career path based on where they are at with support to advance

The Adult Career Pathway program is a key strategy in our region to address economic disparities of disparaged communities. During program year 2020, 73% of the participants served through Adult Career Pathways were BIPOC. See chart regarding services to BIPOC participants during the last six years. The ACP partnership includes agencies that work directly with communities of color to enhance services to meet the needs to of all jobseekers in the region.



**Employer/Community impact (ie: benefits, outcomes for non-jobseekers)**

As employers are impacted by the shortage of skilled workers in key industries in South Central Minnesota, the importance of strong Adult Career Pathway partnership is key in building a pipeline of workers to fill these needs. ACP programs target disparaged communities that typically have higher unemployment rates and provides training and supports to remove barriers while obtaining credentials that lead into demand occupations in turn addressing labor shortages. Healthcare, Manufacturing and Transportation industry partners collaborate in the design, referrals, training and hiring of Adult Career Pathway participants. Through this partnership, employers and providers engage in discussions on the skills needed to gain employment and the barriers that job seekers face. This dialogue addresses curriculum and supports needed for the program as well as for the employers to consider when hiring.

**Identification of those involved, including collaborators**

Adult Career Pathway Partnership includes:

- Adult Basic Education: Area Adult Learning Cooperative, Faribault County ABE, & Mankato ABE
- MN DEED: Job Services
- MRCI: Blue Earth County Employment Services
- Minnesota Valley Action Council
- South Central College



- South Central WorkForce Council
- Mankato Clinic
- Mayo Clinic Health Systems
- Jones Metal
- Minnesota Department of Transportation
- Vocational Rehabilitation Services
- Lakeview Methodist
- South Central Service Cooperative
- Minnesota Council of Churches
- Lifework Planning Center
- Mankato Area Public Schools
- Motivation Education & Training

**Leveraging/alignment of outside resources**

Funds leveraged include Pathways to Prosperity funding, Southwest Adult Basic Education Regional Transitions funds and Regional Planning funds.

In-Kind resources included:

- Partner and Employer staff time
- **ACP Networking Day:** Space provided by South Central College, Breakfast through Southwest ABE Regional Transitions funds, Materials/printing by South Central College & Adult Basic Education, staffing for presentations: Area Adult Learning Cooperative, Faribault County ABE, Mankato ABE, MN DEED - Job Services, MRCI - Blue Earth County Employment Services, Minnesota Valley Action Council, Vocational Rehabilitation Services, South Central College, South Central Workforce Council, Lifework Planning Center, TRUE Transit, Horizon Homes, PCs for People and Lutheran Social Services.

**Attach guidance and/or template which provides a roadmap for other areas to replicate the practice.**

This promising practice could easily be replicated by connecting with your local employers, ABE providers, CareerForce partners and community-based organizations. The key to success is having support and representation from all partners in the development, planning, outreach, and oversight of the ACP programming. The Adult Career Pathway Partnership became a committee of the SC WorkForce Council. The Adult Career Pathways Networking Day has been replicated by our regional partners in Southwest MN and the [past agenda](#) can serve as a roadmap in planning the event.



SUBMISSION FORM

#5

LWDA: Anoka County - 12

Submitted by: Anoka County Job Training Center (ACJTC)

**Attach a description (no more than three pages) describing the innovative practice. Please address the following points. See the following page for an outline.**

- Overview describing the innovative practice
- Jobseeker impact (i.e.: benefits, outcomes for jobseekers)
- Employer/Community impact (i.e.: benefits, outcomes for non-jobseekers)
- Identification of those involved, including collaborators
- Leveraging/alignment of outside resources
- Ability to replicate by others: Include guidance or a template which provides a roadmap for other local areas to replicate this practice. This could be a step-by-step list, a diagram, an outline, a series of questions, etc.

Information can be emailed to:  
Becky Accettura, [baccettura@mncounties.org](mailto:baccettura@mncounties.org)

***DUE ON: Friday, May 6, 2022, at 5:00 PM CT***

Scoring Criteria for Selection of Outstanding Practices	Maximum Points
Overview describing the innovative best practice	20
Jobseeker impact (i.e.: benefits, outcomes for jobseekers)	20
Employer/Community impact (i.e.: benefits, outcomes for non-jobseekers)	20
Identification of those involved, including collaborators	15
Leveraging/alignment of outside resources	10
Ability for use or replication by others	15
TOTAL	100

**Program/Initiative Title: Drive-Thru Job and Career Fair**  
**LWDA Name: ACJTC - 12**

**Overview describing the innovative practice**

*During the pandemic, all in-person activities/events were put on hold and virtual delivery methods were established. When Covid-related restrictions were eased, the ACJTC made the decision to slowly bring in-person activities back on-site. For example, ACJTC facilitated a **Drive-Thru Job and Career Fair** at the Blaine Human Service Center in June 2021. Over 50 employers (ranging from healthcare to manufacturing to customer service) provided information about job opportunities at their respective company. Resources including educational materials from area training providers such as Anoka Technical College and Anoka-Ramsey Community College were provided along with information for individuals seeking services through our various employment programs; Dislocated Worker, MFIP, Diversionary Work and Youth. Sixty jobseekers attended the fair along with several ACJTC staff who provided flyers with company information and job openings and made themselves available for 1:1 conversation and Q&A during the event in the “stop and go” section of the event.*

**Jobseeker impact (i.e.: benefits, outcomes for jobseekers)**

*A shift from virtual to in-person service provided jobseekers the opportunity to once again, meet face-to-face with professional career counseling staff, move away from the “virtual” approach, and simply get out of the house to job-search. Jobseekers benefited from the 1:1 attention given during the event, with many jobseekers engaging in conversation with Anoka County staff and “warm-handoffs” to other partners. Fair-goers stated they felt a “Real Connection,” something that typically develops from an in-person format. See attached photos.*

**Employer/Community impact (i.e.: benefits, outcomes for non-jobseekers)**

*Fifty-six local companies were represented at the Drive-Thru event, advertising 400+ vacant positions ranging from entry-level to management to technical across several industries and sectors, including healthcare, manufacturing, IT, transportation, and hospitality. Learning/training resources were provided to individuals looking to participate in educational opportunities along with resources to apply for financial aid assistance. Employment program information was also made available for those seeking job-search assistance and individual 1:1 career counseling, resulting in several new program applications.*

**Identification of those involved, including collaborators**

- Maria Lourey-Bowen, Workforce Development Specialist
- Matt Derosier, Employment & Training Program Manager
- Becky White, Business Operations Manager
- Bridgett Backman, Employment & Training Program Manager
- Darcy Hokkanen, Program Coordinator
- Jeanine Christenson, Program Coordinator
- Dave Ahsenmacher, Systems Support Coordinator
- Krista Peterson, Office Manager

*Employers, Anoka County Libraries, education/training providers, local Chambers of Commerce, County Commissioners, Workforce Development Board, Salvation Army and other area food shelves, Community Centers, Economic Assistance, Anoka County Community Action Program (ACCAP), CareerForce Blaine.*

**Leveraging/alignment of outside resources**

*Local tv station marketed the event; and interviewed an Anoka County Commissioner following the event. Local Chambers along with County Commissioners announced the event and marketed to their social platforms and constituents. Salvation Army, Libraries, community centers, CareerForce, ACJTC Facebook and Anoka County Twitter and local newspapers.*

**Attach guidance and/or template which provides a roadmap for other areas to replicate the practice.**

***N/A***





#6

SUBMISSION FORM

LWDA: Anoka County - 12

Submitted by: Anoka County Job Training Center (ACJTC)

**Attach a description (no more than three pages) describing the innovative practice. Please address the following points. See the following page for an outline.**

- Overview describing the innovative practice
- Jobseeker impact (i.e.: benefits, outcomes for jobseekers)
- Employer/Community impact (i.e.: benefits, outcomes for non-jobseekers)
- Identification of those involved, including collaborators
- Leveraging/alignment of outside resources
- Ability to replicate by others: Include guidance or a template which provides a roadmap for other local areas to replicate this practice. This could be a step-by-step list, a diagram, an outline, a series of questions, etc.

Information can be emailed to:  
Becky Accettura, [baccettura@mncounties.org](mailto:baccettura@mncounties.org)

***DUE ON: Friday, May 6, 2022, at 5:00 PM CT***

Scoring Criteria for Selection of Outstanding Practices	Maximum Points
Overview describing the innovative best practice	20
Jobseeker impact (ie: benefits, outcomes for jobseekers)	20
Employer/Community impact (ie: benefits, outcomes for non-jobseekers)	20
Identification of those involved, including collaborators	15
Leveraging/alignment of outside resources	10
Ability for use or replication by others	15
TOTAL	100

**Program/Initiative Title: Facebook Page**  
**LWDA Name: Anoka County - 12**

**Overview describing the innovative practice**

The Anoka County Job Training Center launched a Facebook page in April 2021. With the onset of COVID-19 all in person community events and activities ended immediately. These types of community outreach events were critical connections to those we serve, both job and career seekers and businesses. The ACJTC had a regular community presence in all 21 Anoka County municipalities which allowed us to share program and resource information and educate the communities of services we provided to assist them in finding jobs, accessing educational training all of which lifts an individual or family's opportunity for economic prosperity.

**Jobseeker impact (ie: benefits, outcomes for jobseekers)**

Facebook has enhanced community outreach which allows the ACJTC to provide information on employment and training programs via our services or other partners and community-based organizations in the local/regional area. Facebook marketing and enhanced marketing provides an opportunity to connect with individuals who many are not familiar with the CareerForce workforce development system.

**Employer/Community impact (ie: benefits, outcomes for non-jobseekers)**

ACJTC staff coordinate daily new posts, sharing of CareerForcemn.com information and this type of new social media allows us to connect with job and career seekers and businesses. Facebook posts can include Hiring and Training events, Youth events, Incumbent Worker opportunities, Career Pathway connections, Dislocated Worker programs, to name just a few. Facebook really supports connecting with diversified populations from youth, adults, seniors and across all languages and populations. We will our followers increase and expand on a daily basis.

**Identification of those involved, including collaborators**

Krista Peterson, Office Manager (creator and monitor)

Mary Rohr, Administrative Services Assistant (monitor and contributor)

All staff and partners can contribute information by connecting with Krista.

Special thanks to the Central Minnesota Jobs and Training Team for meeting with us and providing feedback on their Facebook page implementation.

**Leveraging/alignment of outside resources**

Highlighted at One-Stop Operating meetings to ensure partners are aware of the page and share information for postings to reach the public.

**Attach guidance and/or template which provides a roadmap for other areas to replicate the practice.**

We worked with the Anoka County Communications team to ensure we were following social media protocol. Also, need a team of 2-3 staff that follow procedures with what to post, how to respond to comments/questions timely and make posts regularly in order to optimize community connections.



#7

SUBMISSION FORM

LWDA: Anoka County Job Training Center - #12

Submitted by: Anoka County Job Training Center (ACJTC)

**Attach a description (no more than three pages) describing the innovative practice. Please address the following points. See the following page for an outline.**

- Overview describing the innovative practice
- Jobseeker impact (i.e.: benefits, outcomes for jobseekers)
- Employer/Community impact (i.e.: benefits, outcomes for non-jobseekers)
- Identification of those involved, including collaborators
- Leveraging/alignment of outside resources
- Ability to replicate by others: Include guidance or a template which provides a roadmap for other local areas to replicate this practice. This could be a step-by-step list, a diagram, an outline, a series of questions, etc.

Information can be emailed to:  
Becky Accettura, [baccettura@mncounties.org](mailto:baccettura@mncounties.org)

***DUE ON: Friday, May 6, 2022, at 5:00 PM CT***

Scoring Criteria for Selection of Outstanding Practices	Maximum Points
Overview describing the innovative best practice	20
Jobseeker impact (i.e.: benefits, outcomes for jobseekers)	20
Employer/Community impact (i.e.: benefits, outcomes for non-jobseekers)	20
Identification of those involved, including collaborators	15
Leveraging/alignment of outside resources	10
Ability for use or replication by others	15
TOTAL	100



**Program/Initiative Title: Online Inquiry System**  
**LWDA Name: Anoka County - 12**

**Overview describing the innovative practice**

Anoka County Job Training Center (ACJTC) staff saw an opportunity to enhance our customers' first point of contact experience with employment and training services and developed an Online **Inquiry System**.

ACJTC enhanced our intake/inquiry process and moved the customers first point of contact from our Intake/eligibility staff to a Vocational Counselor. We have found this has improved our customers' comfort level and has made it easier for our customers to inquire about our programs and receive resources they can utilize immediately as well as complete an application specifically for the programs they are potentially eligible for. First developed as a continuous improvement project and then launched at the onset of COVID, this system has evolved with a variety of enhancements which allowed for continued, uninterrupted services during COVID.

Two positive outcomes have resulted: first, an increase in more complete applications as well as more engaged customers experiencing less confusion with program eligibility requirements. Overall, it has enhanced their onboarding experience for our programs/services, allowed for virtual community and partner referrals and warm-referral hand-offs during COVID.

Secondly, we have decreased the processing time of applications by utilizing available technology, creating a more efficient and streamlined process for clients and internal workflow, which has resulted in a higher percentage of enrollments.

Working in partnership with our Information Technology team, ACJTC project staff launched the inquiry system online through our website, [www.anokacounty.us/jtc](http://www.anokacounty.us/jtc). The system allows for the public to gain access to our Inquiry System, ask program questions and within 24 hours during a business week one of our Career Counselors follows up on the inquiry via phone and/or a virtual meeting. There are a few different ways a person can access our inquiry. From the online inquiry link, the customer can complete an interest form online from their own devices i.e., Phone, Tablet, PC, etc. If people have difficulties or are lacking the technology, they can speak with an Intake Technician, who will assist them in completing the inquiry with them. And lastly, if the customer is onsite in the Career Lab at the CareerForce in Blaine, they can use the lab's kiosk to connect with the inquiry form for completion. Being onsite, a Career Counselor and an Intake Technician can meet with them in-person or using one of our Virtual Rooms which provides video/phone connections.

Once a person has completed the inquiry, an ACJTC Career Counselor receives the inquiry notification, and contacts the customer. A brief conversation takes place regarding the customer's inquiry information and an initial assessment begins which includes but is not limited to work history, training/education, etc.. The Counselor will share JTC program options and provide resource information such as, Veterans Services, Careerforcemn.com, workshops, hiring event information, information on Adult Basic Education, public assistance program information, disability, housing, and food resources if inquired. After the Career Counselor assesses the initial information, the customer is referred to an Intake Technician if appropriate. The Intake Technician then contacts the applicant, reviews the intake process and information needed to determine eligibility. One on one guidance is provided to support the applicant through the application process, explaining the forms and verification that are needed to determine eligibility for our programs. The application process is completed with the most convenient manner for the applicant, in-person, virtually or via the mail.

**Jobseeker impact (i.e.: benefits, outcomes for jobseekers)**

1. Customer service has improved with enhanced virtual program connections and more complete applicants.
2. Program enrollments have increased with a faster turnaround application time.
3. Customers are quickly connected with other resources and partners to begin their job search/training journey.

**Employer/Community impact (i.e.: benefits, outcomes for non-jobseekers)**

1. Strong connections to a talent/workforce pipeline have resulted as the public can still connect to programs and services.
2. Virtual and in-person employment and training services and career/job search skills, workshops and access to digital resources that quickly prepare customers for the workforce, thus meeting the needs of employers sooner.
3. Robust onsite services with partner organizations support connections to childcare, legal assistance, food support, and other CareerForce partners.

**Identification of those involved, including collaborators**

- Aimee DeMond, JTC Intake Technician
- Ann Fouty, JTC Intake Technician
- Becca Johnson, JTC Employment & Training Intake Supervisor
- Becky White, JTC Business Operations Manager
- Bridgett Backman, JTC Employment & Training Program Manager
- Darcy Hokkanen, JTC Program Coordinator
- Dave Ahsenmacher, JTC Systems Support Coordinator
- Krista Peterson, JTC Office Manager
- Troy Scheffel, JTC Senior Vocational Counselor
- Amanda Lee, DEED Customer Service Specialist
- Melissa Epping, Facilitator, AC Attorney’s Office
- Mike Roff, Facilitator, AC Administration

**Leveraging/alignment of outside resources**

Anoka County Information Technology (IT) has local systems for Veterans Services and the License Center. We were able to take the framework of this system and customize it to meet our needs.

Project innovation shared with the Workforce Development Board, which includes community partners and employers, the Minnesota Association of Workforce Board’s Job Seeker Services Committee, and a request from DHS to be shared with statewide providers

**Attach guidance and/or template which provides a roadmap for other areas to replicate the practice.**





#8

SUBMISSION FORM

LWDA: Career Solutions

Submitted by: Angie Dahle for Tammy Biery

**Attach a description (no more than three pages) describing the innovative practice. Please address the following points. See the following page for an outline.**

- Overview describing the innovative practice
- Jobseeker impact (ie: benefits, outcomes for jobseekers)
- Employer/Community impact (ie: benefits, outcomes for non-jobseekers)
- Identification of those involved, including collaborators
- Leveraging/alignment of outside resources
- Ability to replicate by others: Include guidance or a template which provides a roadmap for other local areas to replicate this practice. This could be a step-by-step list, a diagram, an outline, a series of questions, etc.

Information can be emailed to:  
Becky Accettura, [baccettura@mncounties.org](mailto:baccettura@mncounties.org)

***DUE ON: Friday, May 6, 2022 at 5:00 PM CT***

Scoring Criteria for Selection of Outstanding Practices	Maximum Points
Overview describing the innovative best practice	20
Jobseeker impact (ie: benefits, outcomes for jobseekers)	20
Employer/Community impact (ie: benefits, outcomes for non-jobseekers)	20
Identification of those involved, including collaborators	15
Leveraging/alignment of outside resources	10
Ability for use or replication by others	15
TOTAL	100

**Program/Initiative Title: Career Trek**  
**LWDA Name: Career Solutions**

**Overview describing the innovative practice**

Career Solutions offers an intensive and exciting 3-day, 9-hour career exploration workshop called Career Trek. This workshop helps job seekers create a vision for their future. It helps participants identify strengths and interests, explore careers, and begin setting goals for their employment future.

A prerequisite for participants is to have some basic computer skills.

We typically have job seeker clients enroll early on in Career Trek after they meet with their career planner.

Career Trek assessment tools used:

- Myers-Briggs Type Indicator
  - Identifies your “code” out of 16 personality types
  - Based on your favorite world (inner or outer), basic information you take in, decision making, and instruction related in the workplace and careers
- CareerScope Online Career Assessment System
  - Identifies interests & aptitudes and are used to match your profile to potential careers
- Skills Identification exercises

**Day 1 Activities**

- Orientation about Career Trek – PowerPoint
- Career Exploration: O\*NET Online [www.onetonline.org](http://www.onetonline.org)
- Career Wise Search [www.careerwise.minnstate.edu](http://www.careerwise.minnstate.edu)
- Career Cluster Interest Inventory: [www.careerwise.minnstate.edu](http://www.careerwise.minnstate.edu)
- Labor Market Projections Discussion: <https://mn.gov/deed/>
- Myers-Briggs Assessment

**Day 2 Activities**

- Myers-Briggs Results
- Myers-Briggs Type Booklet
- Personal Profile Myers-Briggs Info
- CareerScope Assessment (Interests and Aptitudes developed by U.S DOL) (1.5 hours)

**Day 3 Activities**

- CareerScope Results
- Personal Profile
- O\*NET Interest Profiler- My Next Move <https://www.onetonline.org/>
- Transferable Skills – Self Assessment (5-10 min)
- Self-Management Skills and Characteristics – Self Assessment (5-10 min)
- Career Trek O\*NET- Job Specific Tasks from Previous Employment <http://www.onetonline.org/>
- Assemble Personal Portfolio (hand out 3 ring binders with sleeve protectors)
- Wrap Up
- Survey

**Jobseeker impact (ie: benefits, outcomes for jobseekers)**

Career Trek will allow job seekers to do the following:

- Spend time focusing on themselves
- Find out which careers could be a fit for them
- Be able to communicate their skills effectively to employers
- Identify their strengths

- Develop a dynamite communication tool

Upon successful completion of the 3-day workshop, participants will exit the program of discovery with a clearer understanding of themselves and careers that match their profile, the career paths available to them, how to pursue them, and the value they have to offer employers.

Job seeker testimonials:

“The class was well worth my time. Opened my eyes to new possibilities and confirmed others.”

“It was helpful finding out more about my personality skills, interests and how they pertain to a career.”

“Career Trek got me thinking about other careers I might never have thought of.”

“I enjoyed learning about myself and what I like.”

“The job search tools and websites were helpful.”

“I enjoyed learning about how to find helpful info. on the internet about jobs.”

“Very helpful class and easy to follow along.”

“I enjoyed the class, how it was presented and the material.”

“Learning the different resources and given a ray of hope was helpful.”

“Mike was wonderful, patient and on mark!”

“Information gathered to help me decided what I want to do with my future was helpful.”

“Mike is an excellent instructor, he made the class fun, was very informative, really enjoyed this class!”

“I wish I had this in high school!”

### **Employer/Community impact (ie: benefits, outcomes for non-jobseekers)**

Job seekers are better prepared for the workforce which definitely helps employers. Career Trek participants have a better sense of themselves and the type of career that would make them happy which helps with job retention. Job seekers will understand:

- What the demand will be for jobs
- Wages they can expect to be paid
- Skills that are most important to be able to do the job well
- Where they can obtain the training to be qualified to do the job

### **Identification of those involved, including collaborators**

Career Solutions has a handful of Career Trek instructors who are career planners and also manage a caseload of job seekers. In Central Minnesota there is a large population of Somali immigrant job seekers, so there is also a Somali version of this workshop that is taught by a Career Solutions Somali career planner.

### **Leveraging/alignment of outside resources**

There is no cost to Career Solutions job seeker clients. This workshop is sponsored by Career Solutions employment and training programs for enrolled job seeker clients.

### **Attach guidance and/or template which provides a roadmap for other areas to replicate the practice.**

This would be very easy to replicate. Career Solutions staff would be happy to meet with other LWDA's to walk them through how to set up their own version of Career Trek and could share additional information on each activity and how it is carried out. This is a worthwhile offering that our participants love to attend! Participants learn so much about themselves and the current labor market in this workshop. We are also creating opportunities for teens to take *Career Trek for Teens* this summer since the adult surveys say many times, “I wish I had this in high school.”

Please see attached the Career Trek flyer, PowerPoint presentation as well as the Career Trek for Teens flyer.



# CAREER TREK

## REBRAND YOURSELF FOR SUCCESS!

**You're invited to attend this 9-hour course!**

Career Trek can help you create a vision for your future.

- This 9-hour (in-person, socially distanced) course is designed to help you identify your strengths and interests, explore careers and begin setting goals for your employment future.
- Gain a better understanding of yourself and your connection to careers that match your profile, the career paths available to you, how to pursue them, and the value you have to offer employers.

### 2022 Dates (choose one 3-day session):

- |                |            |                  |
|----------------|------------|------------------|
| ➤ Jan 10-12    | (M, T, W)  | 8:15 am-11:15 am |
| ➤ Jan 31-Feb 2 | (M, T, W)  | 8:15 am-11:15 am |
| ➤ Feb 22-24    | (T, W, TH) | 8:15 am-11:15 am |
| ➤ Mar 14-16    | (M, T, W)  | 8:15 am-11:15 am |
| ➤ April 4-6    | (M, T, W)  | 8:15 am-11:15 am |
| ➤ April 25-27  | (M, T, W)  | 8:15 am-11:15 am |
| ➤ May 16-18    | (M, T, W)  | 8:15 am-11:15 am |

**Prerequisites:** Career Solutions enrollment session & basic computer skills

**Location:** Career Solutions, CareerForce – St. Cloud  
1542 Northway Drive, Lot B, Door #2

**Register:** Contact your Career Planner to register!



### Career Trek assessment tools:

- Myers-Briggs Type Indicator
- CareerScope career assessment to identify your strengths, interests and aptitudes
- Skills identification exercises
- Assessments used to match your profile to potential careers

### Learn about the labor market:

- ✓ What jobs are in demand
- ✓ Wages you can expect to be paid
- ✓ Skills that are most important to be able to do the job well
- ✓ Where you might be able to obtain the training to do the job
- ✓ Which Employers employ people in the kind of job you want to do

### Cost:

There is no cost to you. This workshop is sponsored by Career Solutions.

Upon request, the information in this document can be made available in alternative formats for people with disabilities by contacting [angie.dahle@csjobs.org](mailto:angie.dahle@csjobs.org) Equal Opportunity Employer and Program Provider



WELCOME to  
Career Trek

## Trek will allow you to:

- Spend time focusing on you
- Find out which careers could be a fit for you
- Be able to communicate your skills effectively to employers
- Identify your strengths
- Develop a dynamite communication tool







# You will experience:

**Career information websites will be used to help participants:**

- ▶ understand what the demand will be for jobs
- ▶ wages they can expect to be paid
- ▶ skills that are most important to be able to do the job well
- ▶ where they can obtain the training to be qualified to do the job



# Upon Successful Completion

You will exit this program of discovery with a clearer understanding of yourself and careers that match your profile, the career paths available to you, how to pursue them, and the value you have to offer employers.



# CAREER TREK FOR TEENS

*Explore your Future*  
*(Ages 14 - 17)*

Offered by:  
Career Solutions | CareerForce - St. Cloud  
1542 Northway Drive • St. Cloud, MN 56303  
Affirmative Action/Equal Opportunity  
Employer/Americans with Disabilities Act

- DAYS:** Tues, Wed, Thur
- DATES:** June 14<sup>th</sup> - 16<sup>th</sup>, 2022 or  
July 12<sup>th</sup> - 14<sup>th</sup>, 2022
- TIME:** 8:30 AM - 12:00 PM
- LOCATION:** Career Solutions  
CareerForce - Door 2  
1542 Northway Drive, St. Cloud
- 3 SESSIONS:** \$89 (Scholarships Available)
- REGISTER:** Contact Kim:  
320.308.5714 - or -  
Kim.Randall@CSJobs.org

This fun, three-day, 10.5-hour program is designed to help teens explore careers, discover their strengths and skills, and begin setting goals for their employment future. There will be an opportunity to explore training programs offered at college and connect with large local employers. Get a jumpstart on a successful future! Two sessions offered. (Must attend all three days).

Class limit: 15

