

Oklahoma Employment Security Commission

UI Reemployment Services

Plan Program Narrative

Background

The Oklahoma Employment Security Commission (OESC) established an approved Worker Profiling and Reemployment Services System (WPRS) in 1995 to provide reemployment services to claimants identified as most likely to exhaust benefits. These reemployment services continue to be provided in varying degrees by staff in the Workforce Centers. The Workforce Centers are comprised of staff from Wagner-Peyser, WIA and a variety of agencies that partner to provide claimants a multitude of services. Dependent upon the capacity of the Workforce Center to provide effective reemployment services, claimants are selected and sent a call-in notice directing their attendance at a Profiling Orientation Session. This session is for a preliminary assessment of their marketable job skills, their likelihood to return to the workforce or their need for additional training/retraining. From this session, we determine those claimants that are in need of enhanced services leading them to be scheduled into the Job Skills Workshops.

Goal

Our goal is to increase the employment status of UI claimants in the state of Oklahoma. In order to accomplish this goal, the Reemployment Services Grant will continue to be used to provide the Job Skills Workshop Program. This grant allows OESC to provide specific positions designated as Job Skills Workshop Presenters to conduct enhanced Job Skills workshops across the state. These presenters will work with Workforce staff to ensure that a coordinated effort is exerted in returning claimants to the workforce.

Timeline

The project will cover a twelve-month period. The projected time frame is July 1, 2004 through June 30, 2005.

Work Plan

OESC will continue to utilize specific positions designated as Job Skills Workshop Presenters to conduct enhanced Job Skills workshops across the state; permitting Workforce staff more time to provide intensive one-on-one staff assisted job search activities.

A comprehensive Job Skills Workshop Manual will be the tool used by the state Job Skills Presenters to target the claimant population. A work team comprised of local Workforce staff and Job Skills presenters, using feedback received from the workshops participants, developed this manual. The six topics listed below will continue to be used in the workshops and reviewed on an ongoing basis to determine if any additions or changes need to be made. The topics below have been valuable in assisting claimants to be successful in their job search.

- Application/Resume Completion
- Interviewing Techniques/Ethics/Appearance
- Marketable and Transferable Skills
- LMI/Marketing/Networking
- Internet Usage
- Job Retention

The Job Skills Workshop Presenters will be assigned to the following proposed areas across the state.

- Oklahoma City Metropolitan Area
- Tulsa Metropolitan Area
- Southeast
- Northern
- Southwest
- Floater

Early intervention is a key factor in ensuring claimants early return to work. In Oklahoma, claimants are profiled on first pay. Claimants filing in local Workforce centers, metropolitan call centers or on the Internet are entered into the profiling pool and selected by Workforce staff according to the local Workforce Center's capacity to provide reemployment services. Claimants selected to attend Orientation Sessions, but not referred to training must attend a job skills workshop. These workshops will be available throughout the state. In order to meet local communities interests and needs, rural areas as well as metro areas will receive these enhanced services.

The workshop presenters will relieve Workforce staff of the responsibility for providing intensive Job Skills Workshops for profiled and other claimants. By developing work search plans for every claimant identified, intensive reemployment services will be provided. Reemployment services to be provided are; career counseling, testing, labor market information, resume assistance, job development and referral to jobs. Workshop presenters will also be working closely with partners and staff devising methods to expand on job and training opportunities for claimants. Workforce staff within the Workforce Centers and Job Skills presenters will pursue a strategy for improving the quality and quantity of Reemployment Services by thoroughly reviewing existing policies, procedures and best practices to produce the most positive outcomes.

Technical Assistance

The OESC Employment Service Technical Unit will be responsible for providing technical assistance to Workforce staff and Job Skills Presenters. Technical assistance may be requested from the Regional Office as the program progresses.

Outcomes

The OESC has established the following goal to be met in utilizing the \$396,027 Reemployment Services Grant. Our proposed outcome will be:

- Program year 2003, the percentage of claimants receiving job search activities was 43%. We hope to raise this to 47%. This would be a 10% increase in the claimants to job search activities ratio.

Tracking

The ETA 9002 Quarterly Report will be the tracking device used to monitor proposed increases in amount of job skills workshops given to claimants.

Contact Person

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