

Adult and Dislocated Worker Programs

Reminder: Follow-up services must be made available to all Workforce Innovation and Opportunity Act (WIOA) adults and dislocated workers who obtain unsubsidized employment for a minimum of twelve (12) months from the date of unsubsidized employment.

Follow-up services for adults and dislocated workers can include, but are not limited to, the following:

- Counseling individuals about the workplace.
 - 1) How are things going at work? Are you excited or happy to come to work?
 - 2) What is your favorite part of your job? What about your job do you find most challenging?
 - 3) Is there any aspect of your job that you feel you may need to improve upon? What are skills you would like to develop to help you perform better at work?
 - 4) Are there any issues that may jeopardize your continued employment?
- Contacting individuals or employers to help secure better paying jobs, to provide additional career planning and counseling for the individual.
 - 1) Employer – Does the individual meet all the requirements for their current position? If not, what aspects of their job do they need to improve upon?
 - 2) Employer – Does the individual have the ability to secure a promotion or better paying job? Will the individual/employee have the opportunity to secure a promotion or pay increase? If so, what skills, aptitudes, etc., do they need to obtain the promotion/better paying job?
 - 3) Individual – Are you interested in securing a better paying job or promotion within your current company? Have you approached your supervisor about any opportunities they may have?
 - 4) Individual – Do you think you might benefit from attending group workshops on obtaining referral letters, updating your resume, or job clubs?
- Assisting individuals and employers in resolving work-related problems.
 - 1) Are you experiencing any work-related issues with co-workers or supervisors?
 - 2) If so, how have you handled the problem?
 - 3) Have you had to approach your supervisor about issues you have experienced? Is your supervisor responsive to any issues that you bring to their attention?
 - 4) Do you feel that you might benefit from crisis and stress management skills?
- Connecting individuals to peer support groups.
 - 1) Would you benefit from joining or engaging in any peer support groups (single parents, coping skills for stress, women/men in non-traditional employment groups, etc.)? If so, which ones would you be interested in attending?
 - 2) Are you interested in sharing your experiences and becoming an adult mentor to the youth in our program?
- Providing individuals with information about additional educational or employment opportunities.
 - 1) What are your short-term and long-term professional goals? Are you interested in information about additional educational or employment opportunities that would support your advancement? Such as networking, continued education, or skill advancement.
 - 2) Do you know anyone that may benefit from our services?
- Providing individuals with referrals to other community services.
 - 1) Are there any resources you need to assist you in meeting your basic needs? Such as housing, transportation to work, and putting food on the table for your family.

Follow-Up - Suggested Questions to Ask

August 3, 2023

Youth Program

Reminder: Follow-up services must be made available to all Workforce Innovation and Opportunity Act (WIOA) youth for a minimum of twelve (12) months from the date of program exit.

Follow-up services for youth may include, but are not limited to, the following:

- Supportive Services, if funding is available and the need for supportive services are supported in the Individual Service Strategy (ISS);
 - 1) Are there any resources that will assist you in meeting your basic needs? Such as housing, transportation to work, and putting food on the table for your family.
- Adult mentoring;
 - 1) Are you interested in hearing from an adult mentor about their employment/post-secondary experiences and what support helped them succeed?
- Financial Literacy education;
 - 1) Are there any resources you need to assist you in meeting your financial goals (budgeting, opening a bank account)?
- Services that provide labor market and employment information (LMI) about in-demand industry sectors or occupations available in the Local Area, such as career awareness, career counseling, and career exploration services;
 - 1) Do you wish to move further in your career? If so, we can provide you with information about additional educational opportunities and career pathways (Labor Market Information).
 - 2) Do you think you might benefit from attending group workshops on obtaining referral letters, updating your resume, or job clubs?
- Activities that help youth prepare for and transition to postsecondary education and training;
 - 1) Do you have everything that is needed for your education/training?
 - 2) Would you like any information about additional educational or employment opportunities?
 - 3) Do you know anyone that may benefit from our services?
- Other services necessary to ensure the success of the youth in employment and/or postsecondary education.
 - 1) How are things going at work/school? Are you excited or happy to come to work/school/job?
 - 2) What is your favorite part of work/school/job? What about your work/school/job do you find most challenging?
 - 3) Is there any aspect of your job that you feel you may need to improve upon? What are skills you would like to develop to help you perform better at work?
 - 4) Are there any issues that may jeopardize your continued work/school/job?