



**WORK
SUCCESS**
WHERE JOBS ARE LANDED AND CAREERS LAUNCHED!



Department of Workforce Services
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Work Success Overview



- **Work Success began January 2011**
- **18 programs in 9 service areas**
 - 7 satellite programs
- **20 lead coaches and 10 backup coaches**
- **20 licensed clinical therapists**
 - One manager and two clinical supervisors
- **4500 plus participants to date**
- **Employment outcomes: 74.29% statewide**
- **Work Success expansion: September 2012**
 - All Work Success eligible job seekers

Work Success Eligibility



- High school diploma, GED or recent work history
- Able to perform and available to accept full-time employment
- Child care and transportation in place
- 40 hours per week of participation
- Business casual/professional dress, flash drive and portfolio case
- 18 years or older

Work Success Program



- Two to four week program, 40 hours per week
- Morning and afternoon check-in sessions
- Eight mandatory requirements
- Full engagement in presentations, activities and independent job search
- Complete daily job search log
- Business casual/professional dress, flash drive and portfolio case
- Performance Policy

Business Casual/ Professional Dress



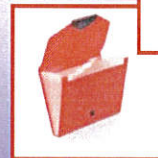
Customers are required to come to
WORK SUCCESS
in professional, appropriate clothing.



Flash Drive and Portfolio Case



Customers are required to provide a flash
drive and portfolio case for
WORK SUCCESS.



Performance Policy



- **Formal Warning** — Critical conversation and problem-solving session with Coach
- **Performance Improvement** — Critical conversation with coach and exit from the program
 - **Case-managed customers** exit Work Success and are referred to an employment counselor
 - **Non-case-managed customers** exit Work Success and cannot be referred or return for 30 days



Mandatory Requirements



- **Application**
- **Resumé and Cover Letter**
- **Interviewing Skills**
- **Networking Strategies**
- **Job Searching with Technology**
- **Mock Interview**
- **Budgeting**
- **Career Portfolio**



Career Portfolio



- Master Application
- Master Resumé and Cover Letter
- Letter of Recommendation
- Marketing Message
- Reference Sheet



Work Success "Snap Shot"



- Career coaching
- Motivational activities
- Employment skills presentations
- Employment and community resources
- Individualized consultation
- Goal setting and time management
- Life skills, organization and conflict management
- Employer presentations



