

Final Data: State Fiscal Year 2014 Youth Competitive Grants
Stearns-Benton Employment and Training Council
(Summer)

Participant Summary

Total	73	Hispanic/Latino:	5
Male:	24	American Indian:	3
Female:	49	Asian/Pacific Islander:	1
		Black/African American	34
		White:	33
14-15:	51		
16-17:	22		
18:	0		
19-21:	0		
22-24:	0		

GOAL 1: Provide work experience for youth who are economically disadvantaged or at-risk, ages 14 through 24.

CareerONE is a summer opportunity for youth to develop and demonstrate the entry level skills employers are looking for along with planning their future career pathway.

CareerONE serves youth ages 14 through 17 who are from economically disadvantaged households and/or are at-risk of not completing high school or continuing their education beyond high school. Approximately 59 percent of the youth served are from minority population groups 62 percent of the youth reside in households who receive public assistance. Of these youth, 45 percent are youth with disabilities, 29 percent are foster children, offenders or homeless and 29 percent are youth who have limited English proficiency.

Youth from rural and metro communities in Benton and Stearns County experience the opportunity to perform community work projects in a team setting. Youth work in teams of ten which includes a youth leader and are overseen by an adult team leader. The youth completed work projects for Opportunity Matters, Inc., City of Sauk Rapids, CentraCare Cancer Center, Stearns County Parks, March of Dimes and the City of St. Cloud. Projects included landscaping, painting, staining, mulching, weeding, trail clean-up, restoring native prairie grass, removing saplings, preparing labels for mailings, putting together premature baby family gift sets, and sewing cancer caps.

GOAL 2: Promote mastery of work-readiness competencies and 21st Century skills as demonstrated through workplace portfolios and other assessments.

The youth are provided with three skill areas and expected obtainment level of these skills at the CareerONE orientation meeting. The areas of skill are; 1. Attendance, Punctuality and

Dress Code; 2. Teamwork, Cooperation and Safety; 3. Work Quality and work Quantity. The youth are evaluated twice per day by their team leader on demonstration of these skills. Youth obtaining a 95 percent demonstration of competency of the skill areas, receive a certificate of "Mastery of Employability Skills." This certificate is added to the youth's job search portfolio.

The youth leaders are provided with their expected obtainment level of seven skill areas at the youth leader CareerONE orientation meeting. The youth leaders are evaluated weekly on their performance of 1. Dress/hygiene, 2. Attendance and punctuality, 3. Positive attitude, behavior, listens and follows directions, 4. Getting along with co-workers and supervisor, 5. Responsibility, 6. Safety Practices, 7. Quality of Work, and 7. Quantity of Work. They are expected to obtain 100 percent demonstration of competency of these skill areas and will receive a certificate of "Mastery of Youth Leader Employability Skills." This certificate is added to the youth leader's job search portfolio.

The ACT's National Career Readiness Certificate® (ACT NCRC) is a primary goal for all youth's skill development in meeting their career/job preparedness. The youth participate in the KeyTrain® pre-assessment of three main skill areas: Reading for Information, Locating Information and Applied Math. Based on their pre-assessment scores, the youth continue to advance their skills through on-line learning modules with the KeyTrain® curriculum. They spend forty-five minutes per day working with the KeyTrain® curriculum. At the conclusion of CareerONE, youth complete WorkKeys® post-tests in Reading for Information, Locating Information and Applied Math. Youth are able to earn Bronze, Silver, Gold or Platinum levels of the ACT's National Career Readiness Certificate® (ACT NCRC). For more information: www.act.org/certificate. The certificate is added to the youth's Job Search Portfolio. The youth leader's all have silver certificate's which they earned during the summer of 2013. Their goal is to work toward obtaining a gold certificate or to raise their assessment scores in the three main skill areas.

Youth@Work Talking Safety Curriculum along with worksite specific safety training is provided to the youth. The youth are issued the Youth@Work Talking Safety completion certificate. For those youth who demonstrated safety 100 percent of the time and did not experience injury, they are issued a safety certificate which is added to the youth's Job Search Portfolio.

Youth participate daily in team building activities and their team is evaluated on seven areas:

1. Creating a cooperative work environment
2. Understanding roles & responsibilities
3. Ability to communicate effectively & consistently
4. Creative thinking & problem solving development
5. Personal responsibility, self-management & sociability
6. Ethics & integrity

Youth will earn a team certificate based on the skill the team demonstrated with proficiency. This certificate is added to the youth's job search portfolio.

The youth who successfully complete CareerONE are issued a job search portfolio which includes the certificates they have been issued or earned through their participation.

GOAL 3: Promote skill acquisition (academic and work readiness) through project based instruction.

Project based instruction and experiences assist the youth in retaining the skills learned.

The youth participate in career exploration using both written and online information. They are able to investigate careers of interest, learn about labor market information and postsecondary school opportunities for high school students. Exploration of programs providing college credit such as Tech Prep, Advanced Placement courses, and Discovery Academies takes place. Participants create their secondary school program of study plan using a pathways worksheet.

Junior Achievement Finance Park® is provided. Youth are able to develop money management skills, acquire personal finance knowledge, and prepare for financial decisions and challenges in their adult lives. The instruction is offered in the classroom with the youth demonstrating their knowledge learned through an online life-like personal financial decision-making simulation. The simulation allows the youth to assume family and income scenarios while incorporating the use of bank services; charitable contributions; purchase of housing, transportation, furnishings, food, health care, and other expenses. They also make investment decisions, while working to balance their budgets. Junior Achievement Finance Park® Certificates are issued to the youth. This certificate is also added to their Job Search Portfolio. Because Junior Achievement Finance Park is aligned with Minnesota State Standards, applying credit to the youth's transcript is possible. The youth practice paper and on-line job applications and create their resume which is formatted for future editing and is saved on a data stick for the youth's future use. Practice takes place for future job interviews and mock interviews are conducted.

Because the youth leaders completed JA Finance Park during the summer of 2013, the youth leaders use this time to prepare lessons for delivering SCANS activities to their nine team members. The youth leaders received training on leadership during their first day at CareerONE and leadership coaching is provided daily by their team leaders and the team leader supervisor.

Scan Skills are practiced daily through a project based activity led by the youth leaders. For example: The project for responsibility is each team is given a hardboiled egg to take care of for the day. Their objective is to exert a high level of effort and perseverance toward the maintenance of the egg. The egg at the end of the day must not be lost, cracked or broken. The youth are required to work as a team to care for the egg for the day.

GOAL 4: Increase exposure to in-demand jobs important to regional economies.

Youth are made aware of employers staffing needs and taught how to research what those staffing needs are.

The local Workforce Investment Board has identified regional targeted industries which are included in the Unified Plan. The youth are made aware of these industries through the career exploration activities provided. They research the industries and regional occupations which are in demand by utilizing online programs such as MCIS, ISeek and Onet. Their research is

personalized based on their interests. Each youth researches three occupations within the industry. They develop a written career plan for their future. Their career plan is included in their portfolio at the end of CareerONE.

GOAL 5: Provide high-quality work sites and overall participant and employer satisfaction.

Worksites who invest in the youth are key in the youth's overall success and project satisfaction.

CareerONE provides a work team environment for the youth. Youth work in teams of ten youth (one of the ten is a youth leader) and an adult team leader. The teams are diverse in modeling what an actual work team would consist of in an employment environment. The teams perform community work projects throughout the area for local city, county, community based organizations and employers. Some of the projects the teams perform are landscaping, trail maintenance, mulching, staining, planting, weeding, etc. Comments from worksites include:

- “All the kids were well behaved and made steps to becoming adults as well as students or employees. It was a pleasure working with CareerONE for my second year.”
- “CareerONE is a great program not only for the youth but community. Opportunity Matters has participated for the past 5 years and has benefited greatly. I have enjoyed teaching the youth my skills and working with them to get the job done. Thank you for letting us be part of CareerONE. Keep up the good work.”
- “Fun year! Great hard working kids. It was fun to see them grow and become a team over the weeks. They worked hard and never complained on how hard or dirty the job was.”
- “The team worked hard, job complete, lots of compliments and inquiries from property owner and park users.”
- “The team worked hard, got more done than expected. Job complete plus clean up. Compliments from neighboring land owner, and trail users. The team from CareerONE did a fantastic job dismantling the fence along the Warren Tiegen property. We have a very minimal amount of clean up to do and no damage to the surrounding property. The rest of the fence is loaded on trucks to be conveniently and easily hauled away. They are an extremely hard working group of young people that I hope we have the opportunity to work with in the future. Thank you for your hard work!”

GOAL 6: Connect to and strengthen other key educational initiatives and systems in the area.

Coordination with area school districts, county human services and youth serving agencies is key in identifying the youth who are in need of developing employability skills.

Youth are referred to the CareerONE program from parents, school districts in Stearns and Benton County, Human Services and Juvenile Justice Departments, Boys and Girls Club, Clara's House, local therapeutic agencies and other youth servicing agencies. CareerONE staff coordinate with the referring agency as needed during the youth's participation. A letter is sent at the end of CareerONE to the youth's school guidance counselor and/or youth serving agency summarizing the youth's CareerONE experience.

YOUTH COMPETITIVE GRANT DATA SUMMARY
SFY 2014 Annual Report Data (Cumulative Through June 30, 2014)

IDENTIFYING INFORMATION		
Grantee: Stearns-Benton Employment & Training Council – WSA 17		Contact: David Green
Phone #: 320.308.5712		E-mail Address: dgreen@sbetc.org
TOTAL SERVED – GROUP SERVICES		0
<p>The number provided above is to include all persons who participate in grant funded group activity (or activities). For example, the number is to include the number of persons involved in job fairs or the number of family members of a participant who also participate and benefit from the granted funded activity. In the case of an activity led by a youth participant, the participant is to be counted in both the group services and individual services categories.</p>		
TOTAL PARTICIPANTS SERVED – INDIVIDUAL SERVICES		
Total Individual Participants Served		73
Gender	A. Male	24
	B. Female	49
Age	A. 14 – 15	51
	B. 16 – 17	22
	C. 18	0
	D. 19 – 21	0
	E. 22 – 24	0
Ethnicity / Race	A. Hispanic/Latino	5
	B. American Indian or Alaska Native	3
	C. Asian/Pacific Islander	1
	D. Black or African American	34
	E. White	33
Education Level	A. 8 th grade and under	24
	B. 9 th Grade – 12 th Grade	49
	C. High School graduate or equivalent	0
	D. Post-Secondary Education	0

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Other Demographics	A. Limited English Proficient	21
	B. Youth From Families Receiving Public Assistance	45
	C. Foster Youth	11
	D. Youth with a Disability	33
	E. High School Drop-Out	1
	F. Youth Offender	9
	G. Pregnant or Parenting Youth	0
	H. Basic Skills Deficient	47
	I. Homeless or Runaway Youth	1
	J. Not Employed at Program Enrollment	73
	K. Veteran	0
PROGRAM SERVICES, ACTIVITIES, AND OTHER RELATED ASSISTANCE		
A. Received Education or Job Training Activities	73	
B. Received Work Experience Activities	73	
C. Received Community Involvement and Leadership Development Activities	73	
D. Received Post-Secondary Exploration, Career Guidance and Planning Activities	73	
E. Received Mentoring Activities	0	
F. Received Support Services	29	
INDICATORS OF PERFORMANCE ***		
A. Attained Work Readiness or Education Goals	24	
B. Received Academic Credit or Service Learning Credit	0	
C. Obtained High School Diploma, GED, Remained in School, Obtained a Certificate or Degree, or Dropout – Returned to School	30	
D. Entered Post Secondary Education, Vocational/Occupational Skills Training, Apprenticeship, Military, Job Search or Employment	0	
E. Completion Rate		
CUSTOMER SATISFACTION ***		
A. Number of participants rating experience as “Excellent”	13	
B. Number of participants rating experience as “Very Good”	13	

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C. Number of participants rating experience as "Average"	3
D. Number of participants rating experience as "Below Average"	0
E. Number of participants rating experience as "Poor"	0
F. Total Number of Surveys Completed	29