



**Adult Career
Pathways**

ACP

Yes, You Can! Making Adult Career Pathways Work for Your Students

Friday, September 27, 2019

10:00am - 11:30am

Welcome!

TECH CHECK

- ▶ Astrid Liden will assist with any tech issues. Chat any questions or needs in the taskbar.
- ▶ All participants are muted from our end.
- ▶ Raise your hand if you want to speak during the webinar and we will unmute you.
- ▶ Note: Documents are in webinar **Materials** section (no need to print; may want to look)
- ▶ Ready to go?



Introductions

- ▶ Julie Dincau, ABE Transitions Specialist, MDE
- ▶ Astrid Liden, ABE Professional Development Specialist, MDE
- ▶ Patsy Egan, ATLAS Director
- ▶ Heather Turngren, ATLAS Adult Career Pathways Coordinator
- ▶ Penny Jahnke, ABE Program Manager Southeast ABE - Albert Lea
- ▶ Alison Wilcox, Career Pathways Coordinator - Metro South ABE
- ▶ Elizabeth Andress, ATLAS Consultant

Objectives for today's kick-off webinar

After the webinar, you will be able to:

- ❖ Articulate the rationale for and key components of Adult Career Pathways (ACPs)
- ❖ Share examples of ACP programming in MN
- ❖ Find ACP Tools and Resources @ ATLAS
- ❖ Join the ACP Networking Schoology Group
- ❖ Schedule future ACP events.....



Why do we need ACPs in ABE?

To help our students reach family sustainable wages and careers.....

Adult Career Pathways

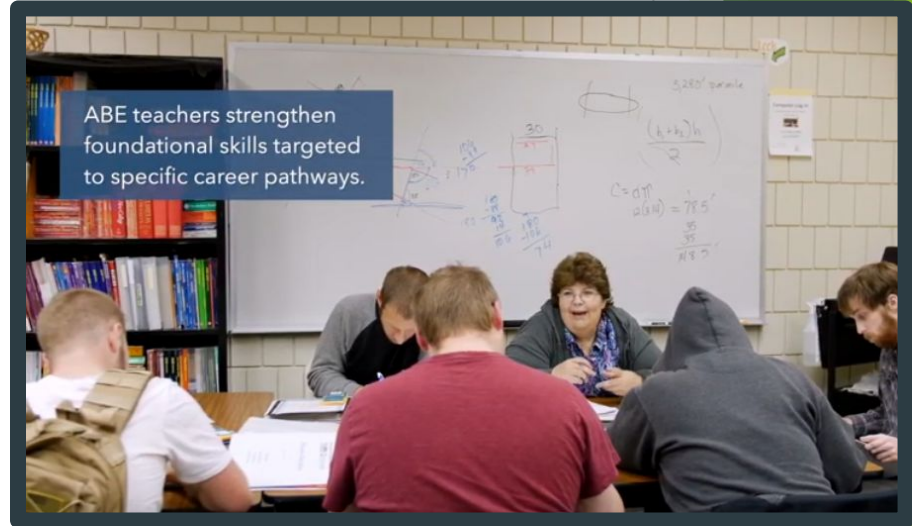
- ▶ occupational training +
 - ▶ contextualized basic skills instruction +
 - ▶ navigation/support services
- = student success**

Metro North

ADULT BASIC EDUCATION

Adult Career Pathways in MN - one snapshot...

*This video and other ACP-related
videos are located in the ACP
Networking Schoology Group*



A Few ACP Definitions

Adult Career Pathways Glossary

Confused about Adult Career Pathways and transitions terminology?
You're not alone! See this handy ACP glossary.

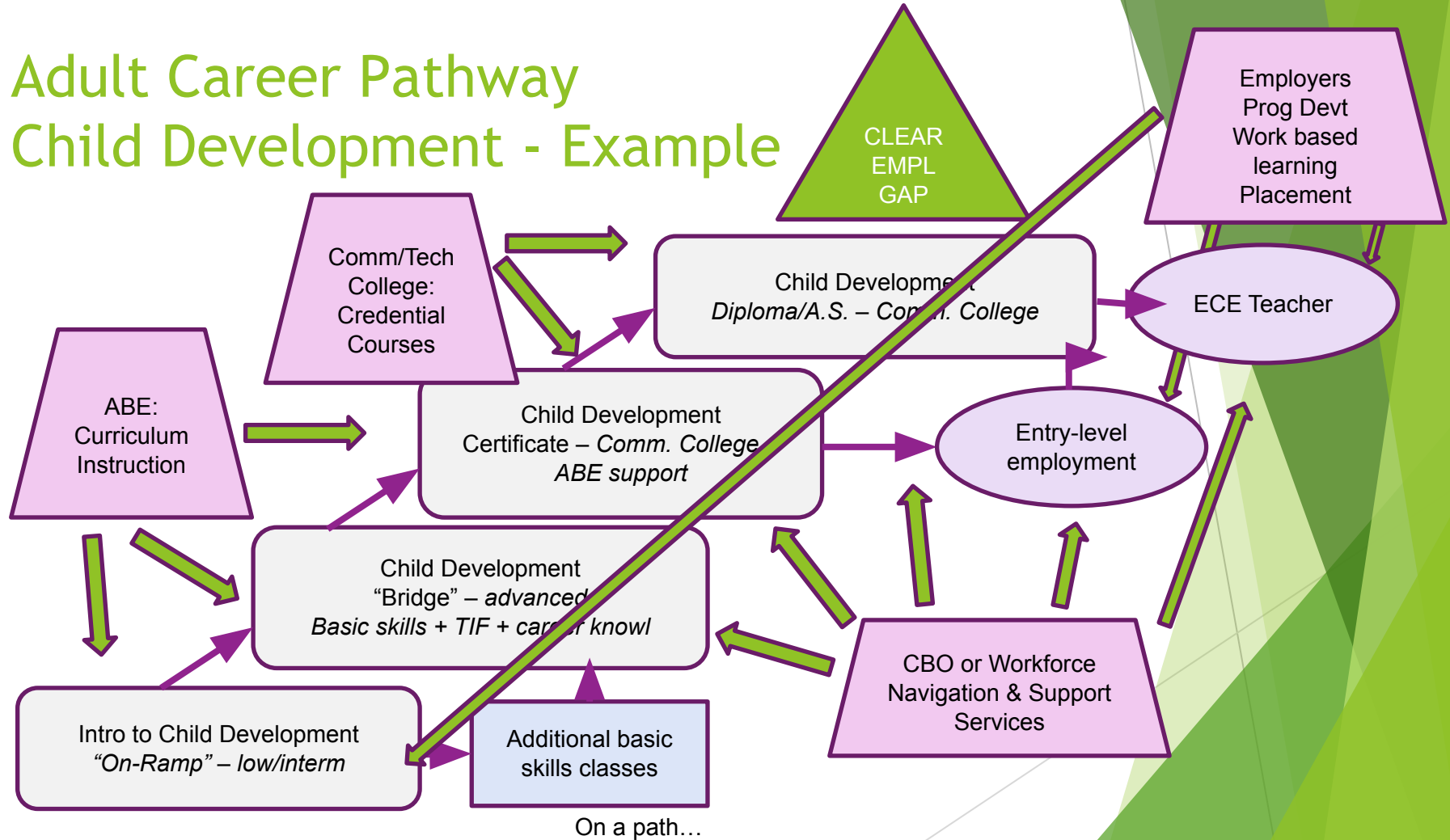
Adult Career Pathways Glossary

Find **ACP Glossary of Terms** in materials section of webinar or at ATLAS ABE (ACP Resources)

- ▶ **On-ramp** - *Designed for beginning and intermediate-level learners to introduce them to, and get them started on, a particular adult career pathway program.*
- ▶ **Bridge course** - *Designed to prepare advanced-level learners for entry into and success in a post-secondary or other non-ABE training program.*
- ▶ **IET** - *A service approach that provides adult education and literacy activities concurrently and contextually with workforce preparation activities and workforce training.*

Adult Career Pathway

Child Development - Example



What ACPs are you involved in?

- ❖ *In your program?*
- ❖ *In your region?*

Use the chat feature to share.



Voices from the Field

A snapshot of ACPs from around Minnesota

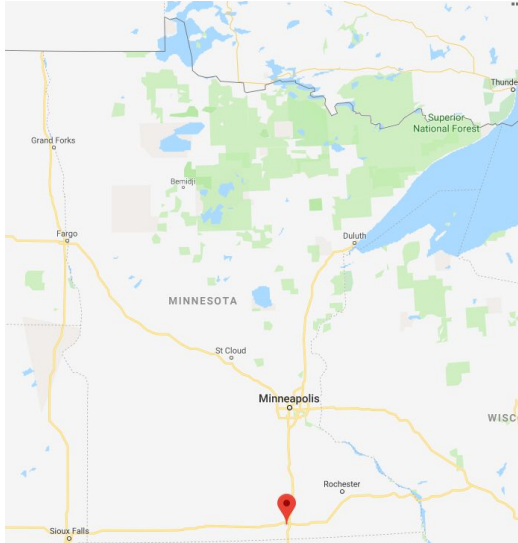
Penny Jahnke

Coordinator Adult Basic
Education - Albert Lea
Southeast ABE



**SOUTHEAST ADULT BASIC
EDUCATION**

Albert Lea - *Southern MN Rural Town*



Data from 7/1/18 to 6/30/19

- Served 213 students
- 18,473 contact hours
- ESL accounts for 75% of our students

10 total staff - all part time

- 1 coordinator
- 1 data manager
- 1 navigator
- 3 teachers
- 1 educational assistant in classroom
- 3 educational assistants in child care

How have your learners benefited from ACPs?



- ❖ Attained/Retained employment
- ❖ Improved family finances
- ❖ Learned new skills
- ❖ Enhanced self esteem
- ❖ Support system for one another
- ❖ Help their community

How did you and your program begin ACPs?

- ❖ CareerForce Awarded P2P grant in 2015 - we were a partner (written in) - Paraprofessional Training
- ❖ CareerForce Awarded Southeast Asian Grant - we were a partner (written in) - Drivers Training
- ❖ Asked by local community college to teach Developmental Math
- ❖ Asked students - sewing and CPR/1st Aid certification
- ❖ MN ABE Content Standards
- ❖ Use Transition Funds - Health Care Careers Exploration

Key advice for other programs

- ❖ JUST START
- ❖ Be intentional - effective ACPs do not just happen
- ❖ Plan with partners
- ❖ Refer to WIOA's definition of Career Pathways
- ❖ Use existing resources
- ❖ Reach out to others in the field - there is help out there
- ❖ OK to make mistakes - it happens to all
- ❖ OK to start small

What tools or resources have been useful to you?

- ❖ ACP Program Development Cohort 2017-18
- ❖ ATLAS - ACP Resource Library
- ❖ Others in the field/MDE Staff
- ❖ LINCS Course - *“Engaging Employers in Adult Career Pathways”*
- ❖ Summer Institute/Regionals
- ❖ Regional Transitions Coordinators
- ❖ Partners - CareerForce, Employers, Chamber of Commerce, Community College, School District
- ❖ Learn from trying and doing

Alison Wilcox

Career Pathways
Coordinator/ESL Instructor
Metro South ABE



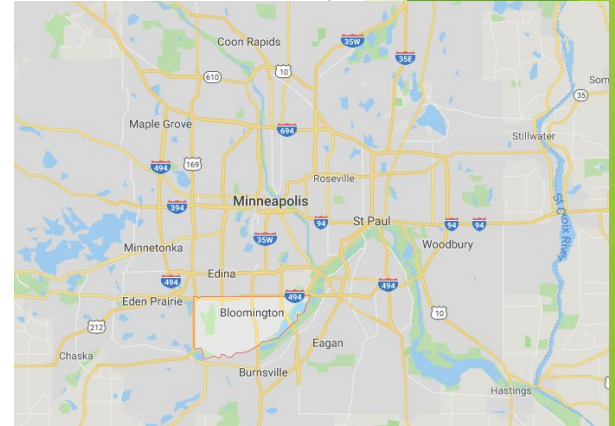
Metro South
Career Pathways

Metro South | **Education**
Adult Basic
ESL • ADULT DIPLOMA • GED

Metro South Career Pathways

see 2019-20 Class Offerings brochure in Materials section

- ❖ Large ACP program in Bloomington since 2011
- ❖ 9 ACP classes in 4 career clusters
 - ❖ Career Development
 - ❖ Transportation
 - ❖ Healthcare
 - ❖ Business



Metro South Career Pathways Overview **Past 3 Years**

2016 - 19 Navigator Services - ALL students

Resumes	216
Cover Letters	18
Job Applications	149
Jobs Obtained (living wage jobs)	78 (24)
Mock Interviews	52
Volunteer Placements	7
Job Training	5
Career Assessments	8
Total Student Services	428

Metro South Career Pathways 2016 - 19

Program Year	Participants	Contact Hours
2016-17	79	8037
2017-18	136	8554
2018-19	120	8006
Total	445	35, 811

2017-18: Added 2 *Phlebotomy*, a *CDL* and a *Construction* class. *ESL* and *CD* class moved from day class 16 hrs/week to evening 6 hrs/week to serve more students but with fewer hours

2018-19: Added small *NAR (CNA)* class. More students working = tight labor market

30% of all jobs obtained were *living wage* jobs. [MIT Living Wage Calculator](#)

Learner Benefits **Last Year**

- ❖ Providing career navigation services = better workplace preparedness and outcomes
- ❖ **Total measurable skills gains** (Career Pathways ABE students) was 48.3%, *above the 2018-19 NRS target of 43%*.
- ❖ Due to 2017-18 ACP Program Development Cohort goals of building enrollment and retention,
 - we maintained or surpassed our expectations for participant numbers in ALL career pathway classes except for NA Prep
 - CP student retention rate was 77%
- ❖ Career fair experience (2nd year)

2018 - 19 Navigator Services (Career Pathways Students)

Resumes	46
Cover Letters	18
Job Applications and Job Search	21
Jobs Obtained	14
Mock Interviews	9
Volunteer Placements	2
Job Training	4
Career Assessments	8
# Students Served	55

Learner Benefits



This report includes results from only those classes funded through the Civics grant. *ESL and CD* class had many more benchmarks not shown here.


Data was gathered from other CP classes that were funded in other ways.



2018-19 Career Pathways - Final Report

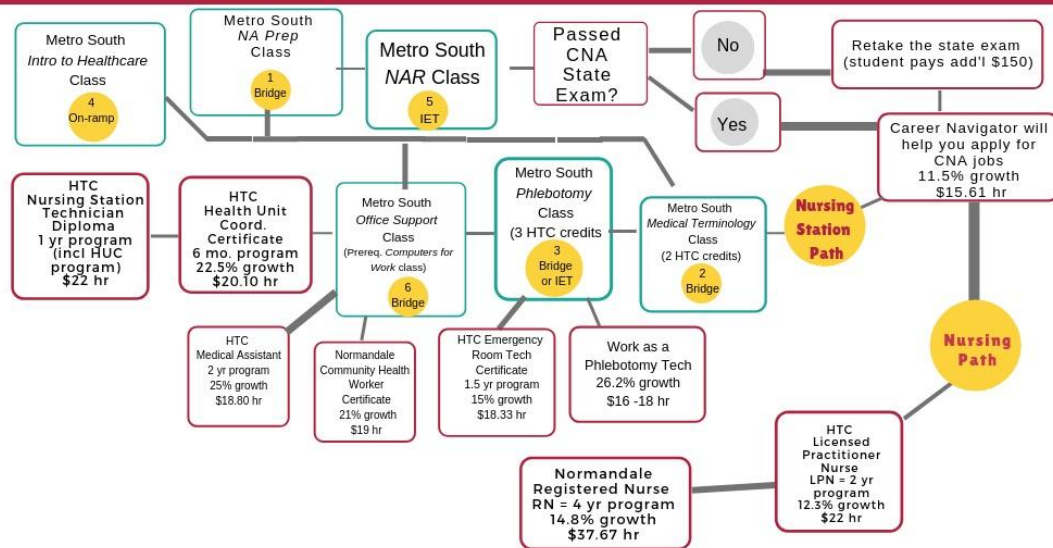
CP Class	Benchmarks
ESL and CD (year-long)	Students total = 38 Average # students in class = 20 Completers = 8 # Northstar certificates = 22 students (45 certificates total)
CDA (year-long)	Completers = 12 Northstar Cert. = 16 students (59 certificates total) 90% students are volunteering in childcare 100% worked on their portfolios.
NA Prep	<u>Fall</u> Completers = 10 7 students passed <u>Spring</u> Completers = 6 5 students passed 7 students total recommended to attend our NAR/HHA class
NAR (CNA)	<u>Fall</u> Completers = 6 # students pass class for HTC credits = 4 # students passed the state CNA exam: - 1st time = 3 - 2nd time = 1 - 1 student in progress <u>Spring</u> Completers = 3 # students pass class for HTC credits = 2 # students passed the state CNA exam: - 1st time = 1 - 2nd time = 2 students in progress
Med Term	Completers = 12 # students passed for 2 HTC credits (88% B or better) = 7 (58%)
Phlebotomy	<u>Fall</u> Completers = 11 # students passed to receive 3 HTC credits = 11 # completed BLS/CPR = 81% (9/11 students) <u>Spring</u> Completers = 12 # students passed class to receive 3 HTC credit = 11 # completed BLS/CPR = 92% (11/12)
CDL	Completers = 8 # students employed by BPS and receive BTW training = 3 (38%) # students who take the CDL permit test = 6 (75%)
Construction	Completers = 4 # students will continue to an apprenticeship class: 1 # students earned OSHA cert: 60% (5 students), 1 left after OSHA training

Beginnings in Healthcare Pathways



HEALTHCARE PATHWAYS

A high school diploma is necessary for advanced training and jobs. These pathways do not guarantee entrance into college, jobs, and other training programs. You must meet the enrollment requirements of each institution.



Lessons Learned and Key Advice

- ❖ **Start small and okay to try out ideas- pilot a class**
- ❖ **Find support** from others building Career Pathways programming, including your grant partners
- ❖ **Funding**
 - IELCE-IET (Civics) grant supports most of our CP programming (3 year grant cycle)
 - Regional Transitions funds- funding for pilot classes
 - Other? (P2P grants, school district hiring initiatives)
- ❖ **Add career navigation, if possible:**
 - [AmeriCorps - MN Opportunity Corps](#) member
 - [Navigation Program Start-up Handbook](#) - volunteer

Lessons Learned and Key Advice

Building a CP Program:

- **Choose industry pathways**, knowing your students and regional employment needs (*ABE student interests, DEED LMI*)
 - Show students their options and how to get stackable training that leads to living wage jobs (*Tipping Point* study, industry pathways charts)
- **Scheduling/enrollment processes** (*testing, text reminders*)
- **Marketing** (*Facebook, website, information sessions, flyers, videos*)
- **Data tracking - Who will do this?** Important for obtaining grants (*CP student data benchmarks, Career Navigator data, student surveys*)
- **Partnering with employers and CareerForce** (*Healthcare Advisory Council, employer panel events, career fairs, speakers, field trips*)
- **Partnering with post-secondary schools** (*Contracts to offer IET- ACP classes, potential Accuplacer testing at ABE, MOUs*)

Useful Tools and Resources



Find support!

- ❖ ACP Program Development Cohort
 - Helped us to set goals
 - Learned from each other and received a lot of support
 - Utilized many tools that were presented in the cohort
- ❖ ATLAS ACP Resource Library
 - Using ACP course curriculum - *CDL* and *Intro to Healthcare*
 - Saved a lot of time - quickly launch a class like we did!
- ❖ ACP Schoology Group Site
 - Very happy to have a place for us all to connect and share!

Questions for our panelists?

Chat out your questions - or “raise your hand”



What is an Adult Career Pathway program?



From OCTAE's **Career Pathways Checklist** (in materials)
“Career pathway” means a combination of rigorous and high-quality education, training and other services. An ACP:

- ▶ Aligns with regional/local industry needs
- ▶ Prepares participants for secondary and post-secondary educational success
- ▶ Includes counseling supports
- ▶ Offers education, workforce preparation and training concurrently (as appropriate)

What is an Adult Career Pathway program? (continued)

- ▶ Organizes education, training and support services to accelerate advancement
- ▶ Enables participants to earn high school diploma or equivalent + at least one post-secondary credential
- ▶ Helps participants enter or advance within a specific occupation or occupational cluster

A red arrow pointing right with the word "Accelerate!" written in yellow, italicized, sans-serif font inside it. The background of the slide features a green and white geometric pattern.



How do you begin ACPs in your program or region?



Career Pathways Checklist - Self-assessment Tool

Locate:

- *In materials section of Webinar*
- *ATLAS ABE - ACP Resources*



**Adult Career
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CAREER PATHWAYS CHECKLIST





**Adult Career
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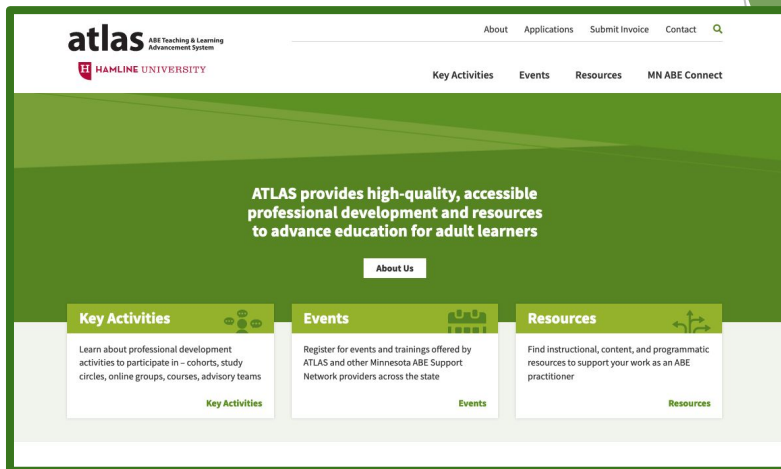
ACP

atlasABE.org

Access ACP Tools and Resources

ATLASabe.org > Resources >

Adult Career Pathways



ACP Tools and Resources

Adult Career Pathways

ACP Course Curricula	—
Business / Administration	+
Education	+
General/Multi-Pathway	+
Healthcare	+
Retail/Hospitality	+
Technical Fields	+
Technology	+
ACP Development Tools	+

ACP Development Tools —

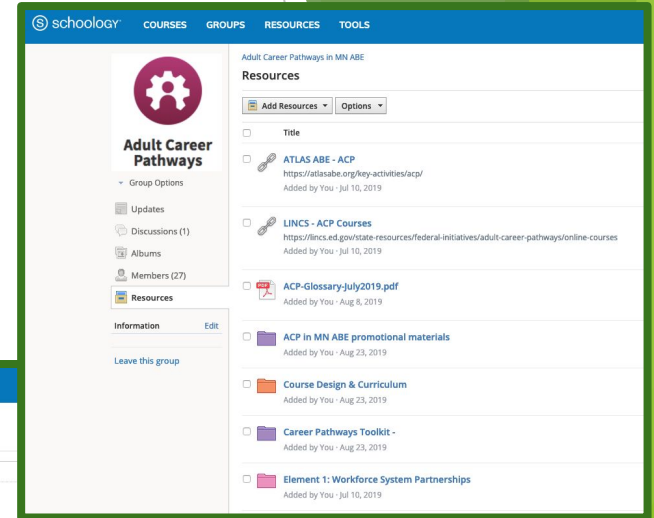
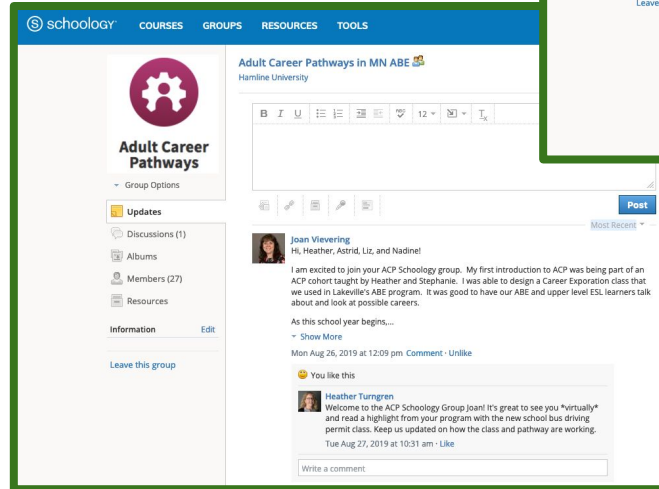
Adult Career Pathways Basics
Budgeting & Funding
Course Design
Effective Collaboration
Employer Engagement
Integrated Education & Training
Local Workforce Devel Boards
Strong Enrollments
Workforce Partnerships

ACP Glossary is in
“Basics” & in
webinar materials
folder

ACP Schoology Networking Group



- *Post questions*
- *Share resources*
- *View links & materials*
- *Connect with ACP in MN*



Join the ACP Networking Group



Adult Career Pathways in MN



Join the ACP in MN ABE Schoology Group -

1. If you don't already have a Schoology account, go to www.schoology.com and sign up as an Instructor. (*This is important!*)
2. Once you are in your account, go to the top blue bar, choose Groups, and then click My Groups
3. Click *Join a Group* and then enter the group access code **H6K9-V3WR-RRWNR**.
4. Post your general questions, ideas and resources in the Updates section of the group. This is the page that will appear after you enter the group.
5. Configure your settings to send notifications; this will keep you updated on ongoing discussions!

Your ACP Transitions PD Advisory Group

ACP PD Advisory Team

2019-2020

Last Name	First Name	Program	email address
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**Adult Career
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Save the Dates - Future ACP Events

Find a list of ACP-Related events in Materials section





Fall Regional Events

▶ North Regional:

Walker, MN

October 3 - 4

▶ South Regional:

Mankato, MN

November 1

▶ Webinars:

- ▶ **Webinar #2 Tuesday, December 3 - 1:00pm - 2:30pm**
 - ▶ *(focus on relationship building between ABE & colleges)*
- ▶ **Webinar #3 Thursday, January 16 - 10:00am - 11:30am**
 - ▶ *(focus on engaging employers & trade unions)*
- ▶ **Webinar #4 Thursday, February 20 - 1:00pm - 2:30pm**
- ▶ **Webinar #5 Thursday, May 14 - 1:00pm - 2:30pm**

▶ Adult Career Pathways Event

- ▶ **Friday, May 1, 2020 8:30am - 4:30pm @ MDE in Roseville**

Thank you and see you on December 3!



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