



HIRE

RecycleForce

John Boner  
Center

Celebrate!

## Today's Topic: **Re-entry Resources**

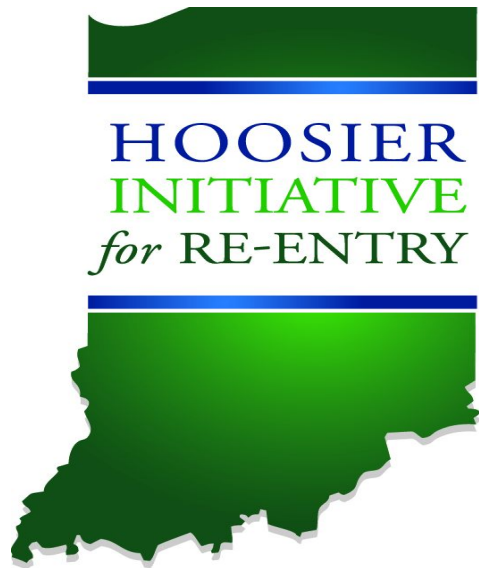
24 January 2019



HIRE

# Hoosier Initiative for Re-entry

Staci Bennett

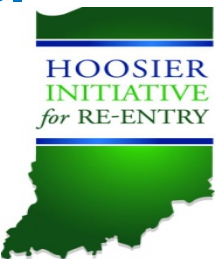


# HIRE Transition

# WorkOne Clients from HIRE

- HIRE's client base will now consist of IDOC pre-release clients and active Parolees who have had HIRE facilitations or one on one HIRE contact post 1/14/2019.
- Any client that is not IDOC tagged (via In Facility Training or Active Parole) will now be referred to the point of contact provided by each Region.
- These clients will include Community Corrections, Work Release, WorkOne, Probation, Non-Profit Organizations, etc.

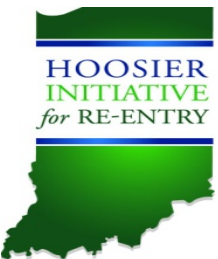
**WorkOne**



# HIRE Business Contact Process

- HIRE will still work with businesses in each region.
- HIRE will provide each local WorkOne with a list of businesses that have hired this client base.
- HIRE will still partner with WorkOnes on Virtual/In-Facility Job Fairs and would like information on local WorkOne Job Fairs.

**WorkOne**



# HIRE Business List Region 12

- Fastenal
- Aero Industries
- International Paper
- Hilton hotels
- Marriott hotels
- Nelbud
- AAA Roofing
- Custom Concrete
- Americold
- Brightview
- Recycle Force
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- True Brands
- Newman Construction
- Goodwill Industries
- Laborer's Union
- Liuna
- Prologistix
- Yamaha Marine Motors
- Vitian Furniture Re-Upholstery
- Piper Logistics
- MPW Industrial

# HIRE Community Resource Contact Process

- HIRE will still work with community resources in each region.
- HIRE can share new community contacts with WorkOne and would like the same consideration.

# How to work with HIRE Clients

- The same way you would work with any other client. Find their needs and work with what you have
- Focus on their strengths, not their sentence
- Don't dwell on the past. Talk about it and then move on.
- Get a good elevator speech.



# Elevator Speech

## What should be included?

1. Conviction
2. Back story
3. Programs completed
4. Work experience
5. Federal Programs
  - Work Opportunity Tax Credit (WOTC)
  - Federal Fidelity Bonding
  - On The Job Training (OJT)

# Interviews

## ➤ Answering the criminal history question

### ◦ Example of 30 second elevator speech:

“At an early age I became addicted to Methamphetamines. Unfortunately, while I was high I did things that were very uncharacteristic of my normal behavior. In 2009, I was convicted of Theft and was sentenced to 3 years at Branchville Correctional Facility. While I was incarcerated I chose to do positive things with my time. I completed Thinking for a Change, Substance Abuse Counseling, and obtained my GED. I have worked really hard to become a better person. I have the skills that are necessary for this job. I have worked in the culinary arts department, completing several different tasks including training new employees, food preparation and serving, running an industrial dishwasher, and ensuring things were ready for the next days meals. I am a hard worker and I have an excellent work ethic. Quite honestly, what I’m asking you for is just an opportunity to prove myself. Should you choose to give me that opportunity, I am eligible for the Work Opportunity Tax Credit, Federal Bonding, and on the job training. Again, all I’m asking you for is the opportunity to prove that I was the best person for this job.”

# Assertiveness–Professional Push

It is our responsibility to prepare our clients to get jobs, not to hold their hand and give them jobs.

- It is okay to ask them to complete tasks before coming to their next meeting.
- It is okay to turn them away if they haven't completed their assignments. At this point, always offer to reschedule!
- If dismal participation continues, it is okay to “fire/lay off” clients.
- This is where proper documentation is required, necessary, mandated, admissible in court, firing range worthy, etc.!

# Productive Argument

Arguing to argue gets us nowhere!

- Complaining or criticizing without giving recommendations or solutions leads to disastrous results.

Don't let them stay in a “swamping” attitude.

- “If your resume was fine, you wouldn't need me. I don't claim to know your job, please don't claim to know mine”.
- Or, “If I was looking for a welder I would come to you because it is your expertise. You are trying to update your resume’, and that is my expertise”.

# Productive Argument

Stay calm and reaffirming. Use SOLER skills:

Square up – squarely face the person you are having a conversation with.

Open your posture – you don't want to seem confrontational.

Lean in – lean towards your client so they know you're engaged in the conversation.

Eye contact – make healthy, not creepy, eye contact with your client.

Relax – never let them see you sweat!

# Productive Argument

## Use emphatic listening:

- Reaffirming statements: “what I’m hearing you say is....”
- Shows that you are listening and understand what they are feeling.
- Lets client “hear” through you, what they are saying.... “what I hear you say is you want me to find you a job”. It helps them understand unrealistic expectations that they are placing on us.

# Learning Boundaries

Some topics need to be handled with kid gloves. For example: you have a client who smells bad, has bad breath, has a longer pinky nail and is a male, or has a disability; you should have honest communication, delivered in a sensitive manner.

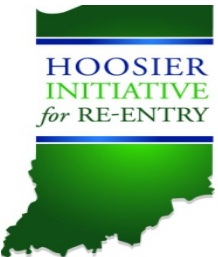
# Dress Code for Clients

You never get a second chance to make a first impression!



# Questions?

**WorkOne**<sup>SM</sup>



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# Happy 2019!



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