

How ISEEK can Support Individual Service Strategies

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Career counselors in Minnesota's employment and training programs use ISEEK's web-based tools and content to help their customers research career, training, and job search options in order to overcome employment barriers and get back to work as soon as possible.

Here are some ways that ISEEK can support both their customers' career planning process and their tracking of Individual Service Strategies activities in Minnesota Workforce One system.

Career Planning Process:	Individual Plan Development	ISEEK Tool or Content
Needs Assessment/Overview of Career Planning Process Quizzes and Videos Facilitators Guide for Counselors/Facilitators		Career Planning Pyramid Quizzes Videos MnCareers Facilitators Guide
1. Assess Yourself:	Staff Assisted Assessment	ISEEK Tool or Content
Job Loss and Transition Assessments: Interest, Skills, Budgeting Goal Setting (Career, Education, Personal) Childcare, Transportation, Other Support Services Assessment Activities for Counselors/Facilitators		Managing Job Loss/Transition Skills Assessment Interest Assessment Interest / Goal Assessments Reality Check (budgeting) Set Goals Support Services Budgeting
2. Explore Careers Options:	Staff Assisted Assessment	ISEEK Tool or Content
Explore Careers and Industries (Wages, Skills, Educational Requirements, etc.) Research Employers Trends (growing and emerging careers, green, etc.) Research and Plan your Education •Types of Education/Training •Plan for Education/Training •Pay for Education/Financial Aid •Free Online Training (e.g., basic computer, keyboarding) •Training Funding Options Career Exploration Activities for Counselors/Facilitators		Search Careers and Industries Informational Interviews Research Employers Research Careers & Industries Education Options Plan for Education Education Search Pay for College Free Online Training Training Funding Options Career Info. Resources (pp. 5-11) Career Fields & Pathways Career Exploration Activities

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3. Gain Skills: •Short-term, Prevocational •Services Training Plan	ISEEK Tool or Content
<ul style="list-style-type: none"> •Short-Term Training (= or less than 1 year) •Energy Training •Certifications and Licenses •Education (= or greater than 1 year): Majors, programs, WIA, courses, start time and end dates, etc.) •School Information including tuition, general fees, etc. •Apprenticeships •Internships •Adult Basic Education (Workforce Education) Education/Training Activities for Counselors/Facilitators	<ul style="list-style-type: none"> Short-Term Training Tool Energy Education/Training Certifications Licenses Education Search Apprenticeships Internships Adult Basic Educ. Location Education & Training Work-Based Learning
4. Find a Job: Staff Assisted Job Search	ISEEK Tool or Content
<p>Targeted Job Search: Job Title, Wage Hidden Job Market Checklist of Job Seeking Activities Resumes and Cover Letters Apply for Jobs (applications, temp agencies, hiring) Interviewing, Negotiating, & Follow Up Research Employers</p> Job Search Activities for Counselors/Facilitators	<ul style="list-style-type: none"> Search Careers & Industries Hidden Job Market Job Seeking Activities Resumes and Cover Letters Apply for Jobs Interviewing & Negotiating Explore the Job Market Job Search Information
5. Manage Your Career: Individual Plan Development	ISEEK Tool or Content
<p>Succeeding in the Workplace Networking/Professional Associations Career Portfolios and Samples Goal Setting (Career, Education, Personal) Trends in the Work Place</p>	<ul style="list-style-type: none"> Succeeding in the Workplace Form a Network eFolio Work Samples Lifelong Career Management MN Future Works