

<b>TRAINING AND EMPLOYMENT NOTICE</b>	<b>NO.</b> 18-16
	<b>DATE</b> November 21, 2016

**TO:** STATE WORKFORCE AGENCIES

**FROM:** PORTIA WU /s/  
Assistant Secretary

**SUBJECT:** Pathways to Reemployment Tools and Resources

1. **Purpose.** To announce the availability of new tools and resources for use by state Unemployment Insurance (UI) agencies and the workforce system to support reemployment of UI claimants and other jobseekers. The tools include a framework that “re-envision” work search requirements for UI claimants to support their successful reemployment in the 21<sup>st</sup> century labor market and a My Reemployment Plan tool and implementation guide for use by jobseekers and workforce professionals providing reemployment services in American Job Centers (AJCs).
  
2. **Background.** The ways people find work in today’s labor market are very different from the methods used by job seekers in past decades, and many states have been rethinking their UI work search policies to expand the scope of actions that meet the work search requirement. This effort was initiated originally by a group of state workforce system leaders, in collaboration with representatives from the National Association of State Workforce Agencies (NASWA), and National and Regional Employment and Training Administration (ETA) staff, who came together to re-envision work search requirements for the 21<sup>st</sup> century labor market in the context of the UI program. Although the framework was developed in the context of UI work search requirements, the comprehensive resources and information will benefit the broader workforce system as it develops reemployment service delivery strategies to support implementation of the Workforce Innovation and Opportunity Act (WIOA).

Examples of possible framework applications include but are not limited to:

- **Provision of WIOA Career Services.** Multiple WIOA partner programs delivered through American Job Centers include a mission to support the reemployment of jobseekers, including, among others, the WIOA Adult and Dislocated Worker programs, the Wagner-Peyser Employment Service program, and the UI program. Among the career services authorized by WIOA is the development of an individual employment plan to identify the employment goals, appropriate achievement objectives, and appropriate combination of services for a participant to achieve his or her employment goals. The Pathway to Reemployment Framework can be used to inform labor exchange and career counseling and the My Reemployment Plan template can serve as the basis of the individual employment plan or be offered as a self-service tool on-line.

- **Reemployment Services and Eligibility Assessments (RESEA) Program Requirements.** The RESEA program requires the development or revision of an individual reemployment plan that includes work search activities, provision of labor market information and career counseling, accessing services provided through an AJC or self-service tools, and/or approved training. Similar to the provision of career services described above, the Pathway to Reemployment Framework and My Reemployment Plan can be used to inform RESEA counseling and serve as the foundation for the required individual reemployment plan. This approach can lead to greater consistency across RESEA sites, especially when paired with broader efforts to re-envision and modernize UI work-search requirements.
  - **Rapid Response.** My Reemployment Plan can serve as a useful guide in providing rapid response services to impacted workers in the context of mass layoffs. In many cases, the workers being laid off have not had recent experience in searching for work and are not familiar with the changes in how employers recruit and hire employees. My Reemployment Plan provides important information on how the current labor market works and helps a laid off worker in developing a reemployment plan.
  - **Services to Transitioning Veterans.** Transitioning veterans face similar challenges in developing a work search plan that can lead to successful reemployment in civilian jobs. My Reemployment Plan offers guidance and reinforcement for work search and reemployment strategies that can lead to good jobs.
  - **Updates to Online Tools and Other Resources.** Many states are using implementation of WIOA as an opportunity to update online tools, case-management systems, and in-person services, such as workshops. The Framework and My Reemployment Plan may serve as a resource to ensure such activities align with current resources and strategies related to job search.
3. **Strategic Design.** The Pathways to Reemployment set of tools were developed in the context of the current labor market and embed behavioral economics strategies that can more effectively motivate and engage job seekers. Below is an overview of the components of the Pathways to Reemployment tools which can be accessed at ETA’s online Reemployment Connections collection on WorkforceGPS, which is located at <https://rc.workforcegps.org/>.
- **Pathway to Reemployment Framework**  
The Pathway to Reemployment Framework is the cornerstone of the “Re-envisioning Work Search Requirements” initiative. It provides:
    - An overview of how job seekers and employers connect and how this process has changed
    - An outline of essential elements of 21<sup>st</sup> century reemployment and work search requirements, and
    - A suggested menu of possible work search activities.

If you are a state workforce professional, policymaker, or other stakeholder considering an alternative approach to reemployment and/or UI work search policies, you may want to begin your analysis by reading this document first.

- **Validation and Documentation**

The Validation and Documentation white paper explores the topic of successful documentation and validation of 21<sup>st</sup> century work search activities, which is a condition of UI eligibility in most states. It considers topics including, but not limited to: What can and should be validated? What type of documentation is available for this purpose? When is self-attestation appropriate and adequate for some activities?

- **My Reemployment Plan Template**

The My Reemployment Plan (MRP) template is a comprehensive and interactive job search guide. It is structured in a modular way, which facilitates adaptation to the specific requirements and various economies of states and regions. Each module outlines proven steps to successful reemployment in a 21<sup>st</sup> century job market, i.e. a “road map” of sorts, and may be used by job seekers directly or as a tool for professional workforce development staff providing career counseling and staff assisted reemployment services.

- **Promising State Reemployment Practices and Lessons Learned**

This collection of state and local service delivery resources is a compilation of pilot projects, successful models, and lessons learned from across the nation, which may aid states with their decision-making processes in implementing revised work search requirements and updated service delivery models. These resources can be accessed from the Reemployment Connections collection, which is located at [https://rc.workforcegps.org/resources/2016/10/03/07/13/State\\_Local\\_Service\\_Delivery](https://rc.workforcegps.org/resources/2016/10/03/07/13/State_Local_Service_Delivery).

States are strongly encouraged to submit additional promising reemployment practices, tools, and resources for sharing on the Reemployment Connections site on WorkforceGPS. To submit promising practices, please contact [ui.wfgps@dol.gov](mailto:ui.wfgps@dol.gov).

- **Implementation Guide**

The Implementation Guide is designed for public workforce system leaders and practitioners who choose to adopt some or all of the re-envisioned work search principles and reemployment strategies contained in My Reemployment Plan and want to use the My Reemployment Plan as the primary tool for creative and expanded methods of self-directed work search. It provides an outline of successful, practical strategies to assist state workforce professionals with the design of a service delivery approach that facilitates the successful use of the My Reemployment Plan and – at the same time – positions UI programs to:

- Provide job seekers with a more modern and effective roadmap for conducting their work searches,
- Ensure UI claimants meet their responsibilities to actively seek work, and
- Maintain UI program integrity.

4. **Action Requested.** State workforce agencies are encouraged to access, review and use the Pathway to Reemployment Framework tools, which are available on ETA's online Reemployment Connections collection located at <https://rc.workforcegps.org/>. States are also encouraged to use the Framework's Implementation Guide to assess current reemployment policies and procedures to identify areas in need of modernization.
5. **Inquiries.** Comments, questions or requests for technical assistance should be addressed to the appropriate Regional Office.