

Please note that there was an error in the presentation for this webinar. We stated that Job Scout was unique to CareerZone. Job Scout is also available in CareerZone using a keyword-based saved job search. A resume-based Job Search Scout is unique to JobZone.



## Workshop Recording | Resources | Slides

<b>Topic</b>	<b>The LMI Element is more than Occupational Information</b>
<b>Presenter</b>	Alyssa Gorevich and Juie Deo, Youth & Young Adults Team, NYSDOL
<b>Length of recording</b>	90 Minutes
<b>Description</b>	<p>The Labor Market and Employment Information (LMI) program element is the foundation of the Workforce Innovation and Opportunity Act (WIOA) Youth Programs. Youth Programs have implemented the LMI element for years by assisting youth with career awareness, exploration, and counseling. The LMI element helps us provide youth with tools to embark on lifelong career pathways leading to self-sufficiency. Harnessing your expertise, we'll explore how to deliver LMI strategically throughout the program and tailor LMI to each youth.</p> <p>Résumé development is a critical component of the LMI element. Résumé examples will be displayed and the webinar attendees will get an opportunity to share their knowledge and discuss, in real-time, résumé strengths and weaknesses, minimal work history and employment gaps.</p> <p>Please familiarize yourself with pages 21 and 22 of <a href="#">TEGL 21-16</a>, before the webinar. If interested, two weeks before the webinar, please share a résumé that needs improvement and could be a useful learning tool.</p>
<b>Recording</b>	At <a href="https://dews.webex.com">dews.webex.com</a> choose "Webex Training" from the triple bar icon. In the upper left corner, go to "View session recordings." Search the workshop topic. Select "View" for the recording. When prompted, enter "Careers" for the password.
<b>Contact</b>	YouthTeam@labor.ny.gov
<b>Follow Us</b>	<a href="#">Facebook</a>   <a href="#">Twitter</a>   <a href="#">YouTube</a>   <a href="#">LinkedIn</a>

## The LMI Element is more than Occupational Information

### LMI Element Guidance Resources

#### ***General Resources***

- [The LMI Element is more than Occupational Information Youth Webinar Presentation](#) – PDF of the webinar presented on March 21, 2018.
- [CareerZone Facilitator's Guide](#) – Offers a guide to using CareerZone with activities and ideas for how to use CareerZone in a group. Same activities can be done in JobZone.
- [JobZone Program Tools](#) – Provides contact information for the help desk and guides for how to use various sections in JobZone.

#### ***Career Exploration Media***

- [Careeronestop.org Career Videos](#) – Includes many career videos with a connection to Career Pathway information.
- [RoadTrip Nation Website](#) – Offers profiles on individuals in a wide-variety of occupations with profile information and interview videos.
- [Careergirls.org](#) – Comprises videos and profiles targeted to girls portraying women who perform various jobs. Can be filtered by interest and Industry.
- Career Videos in [CareerZone](#) and [JobZone](#) – Contains many career videos which can be launched during Occupation Search while exploring Career Pathways.

#### ***Career-Related Assessments***

- Assessments [CareerZone](#) and [JobZone](#) – Contains free to the user formal assessments on interests, values, skills and abilities.

#### ***Lifestyle Choices***

- [Dollars and \\$ense Budget Tool](#) – Allows the user to create a budget by asking lifestyle questions. Can be matched with a specific occupation and county.
- [Self-Sufficiency Employment Estimator](#) – Calculates the income required by an individual or family to meet basic needs for a given family size and geographic location.
- [My Employability Score](#) – Contains a questionnaire for the user to see how employable they are based on their answers to a list of questions as compared to others seeking employment in the same occupation.
- Advanced Occupation Search in [CareerZone](#) and [JobZone](#) – Provides a searchable database of careers which all searching by Career Clusters, Career Pathways, more.

## ***LMI Statistics Resources***

- [Local Priority Occupations List](#) – Comprises of a list of priority occupations by region/local area.
- [Employment Projections](#) – Contains short-term, statewide occupational and industry (statewide and regional) projections and long-term industry projections for 2014-2024.
- [Jobs in Demand Today](#) – This is a real-time list of occupations in demand now. Please scroll to the bottom of the page to access this section and select a region from the down box above to view data for that region.
- [Significant Industries](#) – Comprises a series of regional reports on “significant industries” identified based on job counts, wage levels and job growth from 2009-2014, and expected job growth based on industry employment projections through 2022.
- [Local and Regional Plans](#) – Provides information on priority occupations, industries and workforce initiatives and services in your local area and region.
- [Labor Market Analysts](#) – Provides a contact list of Labor Market Analysts by Region/County who provide data about wages, important economic trends, and labor availability in their region to employers, developers and others as well as occupational and career information to job seekers.
- [Local Business Services Representatives for Youth Programs](#) – Delivers a regional list of [Business Services Representatives](#) that are assigned to assist Youth Program.

## **One Stop Operating System (OSOS) Tips**

- [L2 WIOA Youth Service Types in OSOS](#) – Provides a list of youth program Service Types and Categories in OSOS with a highlight for the LMI Element.
- [OSOS Reporting Tips for the LMI Element](#) – Contains tips for entering LMI into OSOS.
- [SENSE Model Worksheet](#) – Tips for writing an effective case note in OSOS, using the **S**ituation, **E**valuation, **N**ext Steps, **S**ufficient Information and **E**mployment Related (SENSE) model.
- [SENSE Model Video](#) – Video on writing quality case notes in OSOS, using SENSE model.

## **Youth Program TEGLS and TAs**

- [TEGL 21-16](#) – Includes details on youth service elements and design framework by the United States Department of Labor (USDOL).
- [TEGL 10-16, Change 1](#) – Contains implementation and operation guidance of primary indicators of performance from USDOL.
- [Technical Advisory \(TA\) 11-12.2](#) – Current policy outlining documentation and verification requirements under WIA based on the USDOL Data Element Validation requirements from New York State Department of Labor (NYSDOL). This TA currently is applicable under WIOA.

## Business Engagement Unit – Point of Contact for Youth Providers

Business Engagement unit staff across the State can help you with your workforce needs. Your point of contact can collaborate and assist you with business intelligence, identifying youth friendly businesses, internship and on-the-job training programs, The New York State Job Bank and NY Talent and business recruitment.

Region	Name	Email	Phone
Capital	Cathy Bucci	<a href="mailto:Cathy.Bucci@labor.ny.gov">Cathy.Bucci@labor.ny.gov</a>	518-549-0067
Central	Dominick DiFulvio	<a href="mailto:Dominick.DiFulvio@labor.ny.gov">Dominick.DiFulvio@labor.ny.gov</a>	315-479-3290
Finger Lakes	Regenna Darrah	<a href="mailto:Regenna.Darrah@labor.ny.gov">Regenna.Darrah@labor.ny.gov</a>	585-258-8815
Hudson Valley	Sheila Davis	<a href="mailto:Sheila.Davis@labor.ny.gov">Sheila.Davis@labor.ny.gov</a>	914-737-3490 x 326
Long Island	Pamela Bedford	<a href="mailto:Pamela.Bedford@labor.ny.gov">Pamela.Bedford@labor.ny.gov</a>	516-934-8521
Mohawk Valley	Maria Abraham	<a href="mailto:Maria.Abraham@labor.ny.gov">Maria.Abraham@labor.ny.gov</a>	315-793-2271
New York City	Ingrid Gonzalez	<a href="mailto:Ingrid.Gonzalez@labor.ny.gov">Ingrid.Gonzalez@labor.ny.gov</a>	718-613-3657
North Country	Melissa Johnston	<a href="mailto:Melissa.Johnston@labor.ny.gov">Melissa.Johnston@labor.ny.gov</a>	315-393-4600 x 106
Southern Tier	David Croston	<a href="mailto:David.Croston@labor.ny.gov">David.Croston@labor.ny.gov</a>	607-778-3004
Western	Laverne Hillman-Adams	<a href="mailto:Laverne.Hillman-Adams@labor.ny.gov">Laverne.Hillman-Adams@labor.ny.gov</a>	716-851-2692

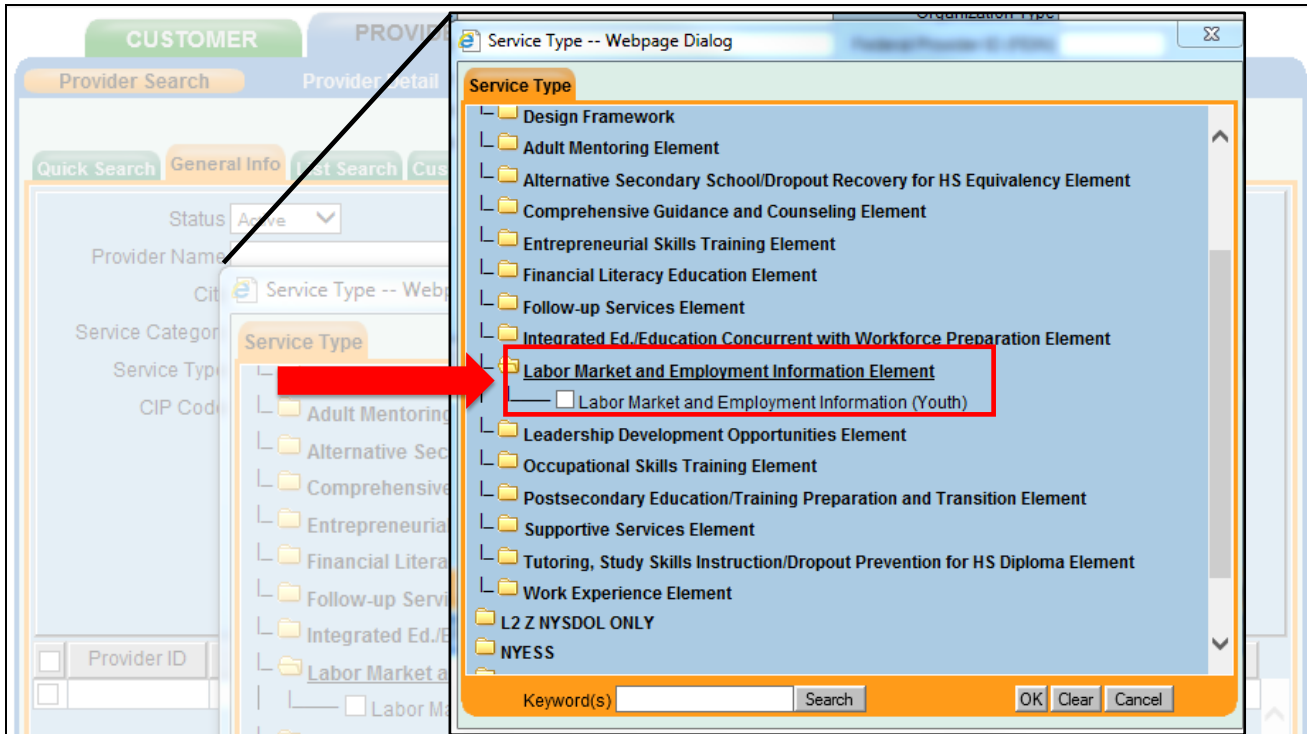
## L2 WIOA Youth Service Categories and Types

- 📁 Design Framework
  - Intake and Eligibility Determination (Youth)
  - Objective Assessments (Youth)
  - Development of Individual Service Strategy (ISS) (Youth)
  - Update of Individual Service Strategy (ISS) (Youth)
- 📁 Adult Mentoring Element
  - Adult Mentoring (Youth)
- 📁 Alternative Secondary School/Dropout Recovery for HS Equivalency Element
  - Alternative Secondary School/Dropout Recovery for HS Equivalency (Youth)
- 📁 Comprehensive Guidance and Counseling Element
  - Comprehensive Guidance and Counseling (Youth)
- 📁 Entrepreneurial Skills Training Element
  - Entrepreneurial Skills Training (Youth)
- 📁 Financial Literacy Education Element
  - Financial Literacy Education (Youth)
- 📁 Follow-up Services Element
  - Follow-Up Adult Mentoring (Youth)
  - Follow-Up Financial Literacy (Youth)
  - Follow-Up Labor Market and Employment Information (Youth)
  - Follow-Up Postsecondary Transition (Youth)
  - Follow-Up Supportive Services (Youth)
  - Follow-Up Non-Element (Youth)
- 📁 Integrated Ed./Education Concurrent with Workforce Preparation Element
  - Integrated Ed./Education Concurrent with Workforce Preparation (Youth)
- 📁 Labor Market and Employment Information Element
  - Labor Market and Employment Information (Youth)
- 📁 Leadership Development Opportunities Element
  - Leadership Development Opportunities (Youth)
- 📁 Occupational Skills Training Element
  - Occupational Skills Training
- 📁 Postsecondary Education/Training Preparation and Transition Element
  - Postsecondary Education/Training Preparation and Transition (Youth)
- 📁 Supportive Services Element
  - Supportive Services – Child Care (Youth)
  - Supportive Services – Dependent Care (Youth)
  - Supportive Services – Housing (Youth)
  - Supportive Services – Needs-Related Payments (Youth)
  - Supportive Services – Transportation (Youth)
  - Supportive Services – Other (Youth)
- 📁 Tutoring, Study Skills Instruction/Dropout Prevention for HS Diploma Element
  - Tutoring, Study Skills Instruction/Dropout Prevention for HS Diploma (Youth)
- 📁 Work Experience Element
  - Employment/Internships, Not Limited to Summer (Youth)
  - Job Shadowing (Youth)
  - On-the-Job Training (Youth)
  - Pre-Apprenticeship Programs (Youth)
  - Summer Employment/Internships, Summer Only (Youth)
  - Other Work Experience Type (Youth)

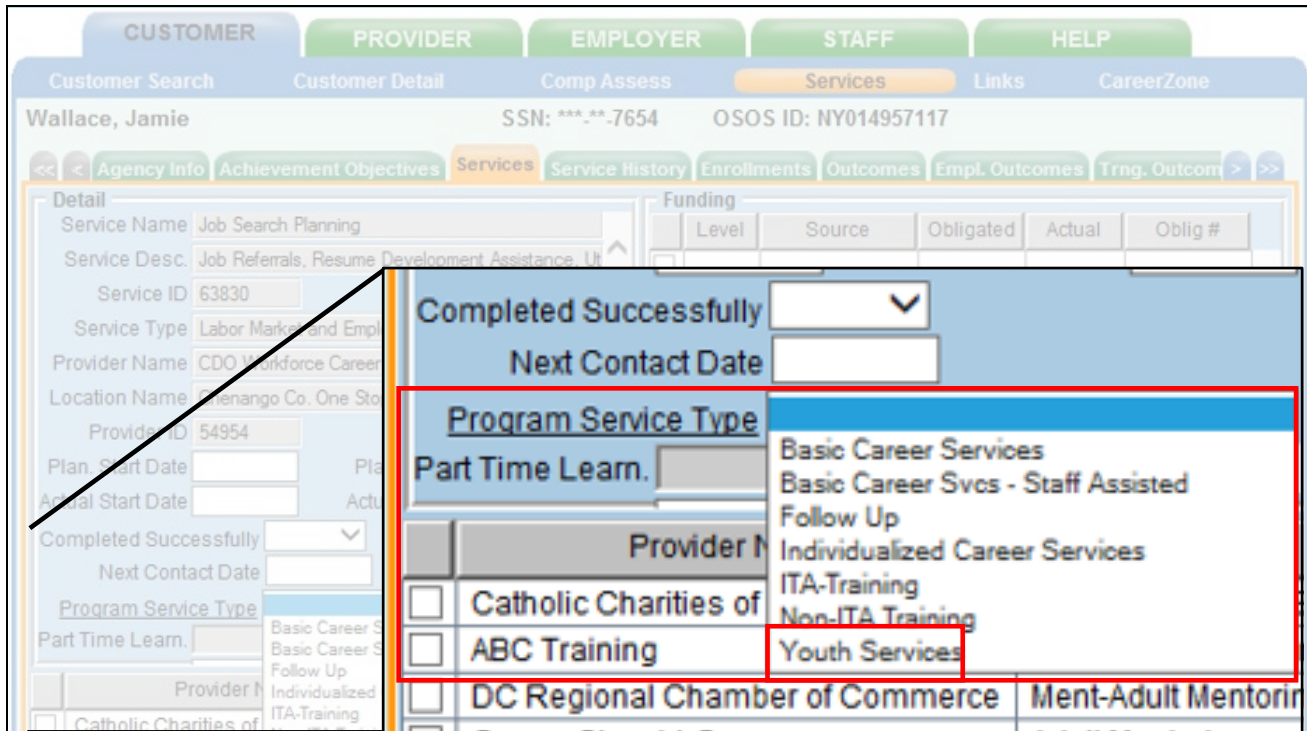
**LMI Element Service type**

### OSOS Reporting Tips for the LMI Element

To report the Labor Market and Employment Information (LMI) Element in OSOS you must choose the “Labor Market and Employment Information (Youth)” service type in the “Labor Market and Employment Information Element” category in the L2 WIOA Youth Services window.



For the LMI Element, always choose “Youth Services” for the “Program Service Type”



## The LMI Element Is More Than Occupational Information

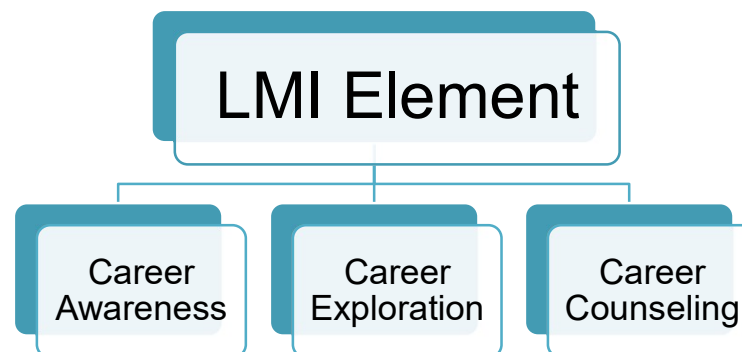
Youth & Young Adults  
Program Development Office

### Today's Webinar Discussion Will Cover:

1. LMI Element Definition
2. Components of the LMI Element
3. Creative Strategies for Delivering the LMI Element
4. Resume Discussion
5. Local LMI Sources

**“Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area, such as career awareness, career counseling, and career exploration services.”** TEGL 21-16

WIOA LMI Element Definition



Components of the LMI Element





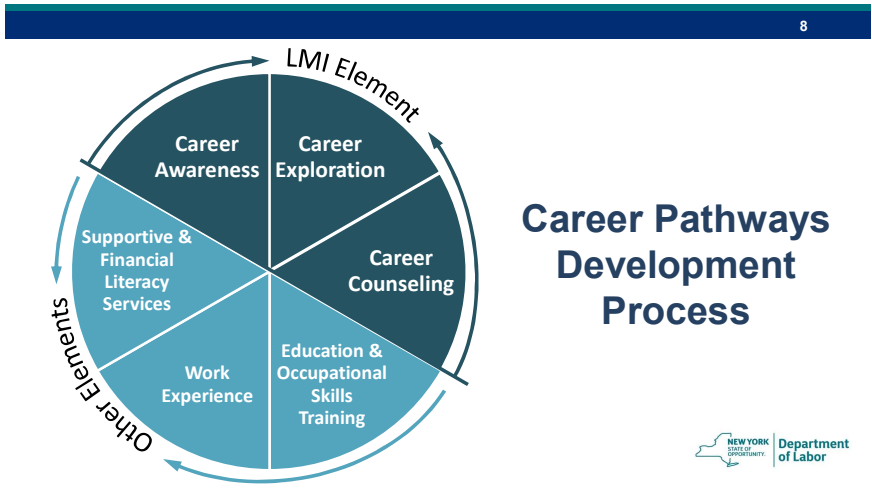
Career Awareness



Career Exploration



Career Counseling



### Career Pathways Development Process





Creative Strategies for Delivering the LMI Element



Career Exploration Media

careeronestop  
your source for career exploration, training & jobs  
Sponsored by the U.S. Department of Labor. A proud partner of the americanjobcenter network.

Explore Careers Find Training Job Search Find Local Help Toolkit Resources For

Career videos

Video Library  
New career videos  
Career videos  
Career videos in Spanish  
Skill and ability videos  
Industry videos  
Work option videos  
Tutorial videos

Explore our collection of videos on hundreds of different careers.  
Career videos are organized into 16 clusters, or related types of work. Select a category to view a list of videos related to that cluster. Videos include career details such as tasks, work settings, education needed, and more.

- Agriculture and Natural Resources
- Architecture and Construction
- Arts and Communications

ROADTRIP NATION

Annie's Videos

Annie Pope Highlight  
Duration: 1:16  
Themes Discussed: Individualism  
Annie Pope  
Information Assurance Specialist  
Las Vegas, NV USA



**Ahmir Questlove Thompson**

Drummer  
The Roots  
[Art, Music](#)



**Diane Guerrero**

Actress  
*Orange Is The New Black*  
[Acting & Theatre, Politics](#)



**John Jacobs**

Co-founder  
Life is Good Clothing  
[Entrepreneurship, Fashion](#)

### Features Shared by CareerZone and JobZone

- Assessments
- Occupational Profiles /LMI
- Job Search Capabilities
- Training & College Info
- Similar Jobs
- Career Pathway Searches
- Job Search Tools & Resources
- Apprenticeship Info
- Work Samples
- Budgeting Tool



### Which one is better for Youth?



### Features Unique to JobZone

- Resume-based job search
- Job Search Scout
- In-demand local area jobs
- Local Area Career Center events
- My Employability Score



Which one is better for Youth?



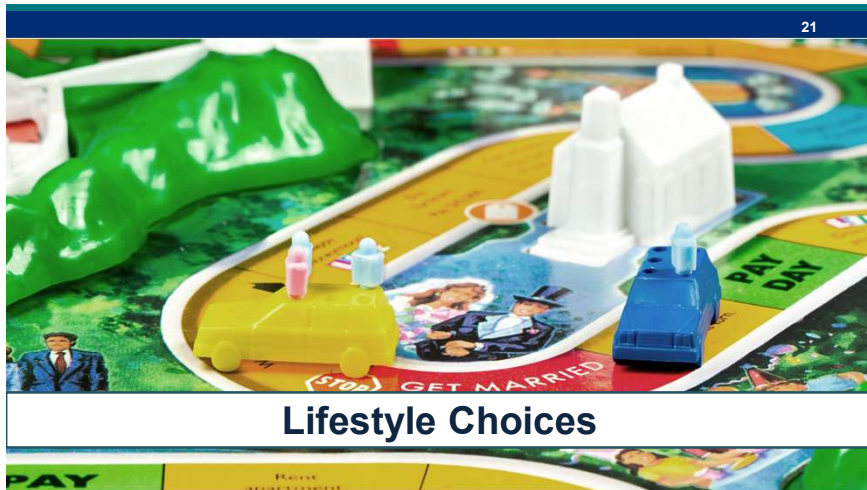
### Assessment Categories



- Interest
- Abilities
- Work Values
- Personality
- Career Beliefs & Thoughts
- Career Maturity

jobZONE careerZONE	Duties Survey	Skill Survey
★★★★★ Very strong match ★★★ Strong match ★ Weak match	25 DWAs	
<b>Job Zone 1 - Little or no previous work-related skill, knowledge, or experience is needed for these occupations.</b>		
<a href="#">Crossing Guards</a>		★★★★★
<a href="#">Cooks, Fast Food</a>		★★★★★
<a href="#">Cooks, Short Order</a>		★★★★★
<a href="#">Food Preparation Workers</a>		★★★★★
<a href="#">Combined Food Preparation and Serving Workers, Including Fast Food</a>		★★★★★
<a href="#">See all 41 occupations in this zone</a>		





22

jobZONE careerZONE Dollars & Sense

Monthly budget:

Selected Options

County: Albany

Housing:	\$2,000.00	
Utilities:	\$450.00	
Food:	\$374.00	Albany
Entertainment:	\$284.00	\$2,000.00
Apparel:	\$102.00	\$450.00
Transportation:	\$1,556.00	\$374.00
Healthcare:	\$90.00	\$284.00
Miscellaneous:	\$176.00	\$102.00
Savings:	\$754.80	\$1,556.00
<b>Total:</b>	<b>\$5,786.80</b>	\$90.00
		\$176.00
		\$754.80
		\$5,786.80

Monthly Cost: 2000.0

\*If you know how much you want to spend, enter it in the box.

NEW YORK STATE

**Self-Sufficiency Employment Estimator**

Calculator

\* Required Fields

County of Residence \*  
Select County

Adults (Age: 19 +) \*  
0

Infants (Age: 0 - 2)  
0

Preschoolers (Age: 3 - 5)  
0

School-agers (Age: 6 - 12)  
0

Teenagers (Age: 13 - 18)  
0

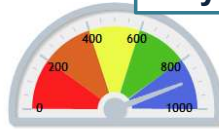
Calculate

NEW YORK STATE Department of Labor





## My Employability Score



Introduction	Goal	Experience	Skills	Availability
--------------	------	------------	--------	--------------

### What is your employment goal?

Click on Select Job Title to search for your desired job.

Select Job Title

Desired Job: Training and Development Specialists



885

Desired Location:

12203 Within: 5 miles



## My Employability Score

### Criteria:

Occupation

Location

Desired Salary

Education Level

Experience

Employment Status

Skills Match

Availability

Willingness to Relocate

Individual Qualities

Languages Spoken



## Advanced Occupational Search

Please enter your search options. Fields may be searched:

Keyword:

### Career Path Options:

Career Cluster: (1 selected)

- Government and Public Administration
- Health Science
- Hospitality and Tourism
- Human Services
- Information Technology**
- Law, Public Safety, Corrections and Security
- Manufacturing

### Career Pathway:

- Information Support and Services
- Network Systems
- Programming and Software Development
- Interactive Media

### Education Options:

Preparation:

### Cluster:

- Arts and Humanities
- Business and Information Systems
- Engineering and Technology
- Health Services
- Natural and Agricultural Sciences
- Human and Public Services

### STEM Discipline:

- Chemistry
- Computer Science
- Engineering
- Environmental Science
- Geosciences
- Life Sciences
- Mathematics

### Other Options:

Salary:

- Bright Outlook
- Green Jobs
- Apprenticeship

Search

[Simple Search](#)  
[Clear Search Options](#)



jobZONE careerZONE **Advanced Occupational Search**

Please enter your search criteria in the following fields:

Career Path Options:

Career Cluster:

- Agriculture, Food and Natural Resources
- Architecture and Construction
- Arts, Audio/Video Technology and Communications
- Business, Management and Administration
- Education and Training
- Finance
- Government and Public Administration
- Health Science

Career Pathway:

Career Cluster: (1 selected)

- Government and Public Administration
- Health Science
- Hospitality and Tourism
- Human Services
- Information Technology**
- Law, Public Safety, Corrections and Security
- Manufacturing

Other Options:

Salary: | No Low Wage

- Bright Outlook
- Green Jobs
- Apprenticeship

Career Pathway:

- Information Support and Services
- Network Systems
- Programming and Software Development
- Interactive Media

jobZONE careerZONE **Occupation Results**

Occupation	Productive	Sort By	Action	Additional Info
<a href="#">Business Intelligence Analysts</a>	☀	☺	📄	data re...
<a href="#">Computer and Information Systems Managers</a>	☀		📄	electron
<a href="#">Computer Hardware Engineers</a>	☀		📄	ter-rel...
<a href="#">Computer Network Architects</a>			📄	orks, ore...
<a href="#">Computer Programmers</a>			📄	t allow
<a href="#">Computer Systems Analysts</a>	☀		📄	a proc...
<a href="#">Computer Systems Engineers/Architects</a>	☀		📄	ures,
<a href="#">Database Administrators</a>	☀		📄	probl on fur

jobZONE **Job Scout**

Job Title	Location	Distance	Employer	Date	Icons
<a href="#">OR Training Specialist Trainee 1 or</a>	Schenectady, NY 12307	15.9 miles	Kelly Services	05/14/2016	📄
	Albany, NY 12260	5.1 miles	New York State Civil Service	05/15/2016	📄

19 Results Found | 10 Items per Page | (1 of 2)

**Saved Search Options**

To save your search options, enter a unique name and click Save Search. To recall a saved search, select one from the dropdown menu.

Trainer Search  Save Search

Trainer Search  Delete Search

Click on Job Scout Options to have jobs sent to your email automatically.

Job Scout Options

Click a button below to save a copy of your search results.

Export all data  Export this page only

jobZONE careerZONE **Occupation Profile Page**

This occupation is in the following career cluster(s) and career pathway(s):

- The **Information Technology** career cluster and the **Information Support and Services** career pathway.

**Occupation Description**

Produce financial and market intelligence by querying data repositories and generating periodic reports. Devise methods for...

**Interests**

Below are the top interests required for a person in this occupation. [read more](#)

**Work Values**

Below are the top work values required for a person in this occupation. [read more](#)

[Occupation Description](#)

[Interests](#)

[Work Values](#)

[Tasks](#)

[Duties](#)

[Tools & Technology](#)

[Skills](#)

[Knowledge](#)

[Work Context](#)

[Work Styles](#)

[Education / Training](#)

[School Programs](#)

[Wages](#)

[Job Outlook](#)

[State License / Certification](#)

[Requirements](#)

[Additional Resources](#)

[Apprenticeship Programs / Opportunities](#)

[Similar Jobs](#)

[Job Openings](#)

## Future Goals and Dreams

Task	Like	Unsure	Dislike
Keep up with developments in area of expertise by reading current journals, books, and articles.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Present information using a variety of instructional techniques or formats, such as lectures, demonstrations, and role playing.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Schedule classes based on availability of classrooms, equipment, or instructors.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Organize and develop, or obtain, training procedure manuals and guides and other materials.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Offer specific training programs to help workers maintain or improve job skills.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Monitor, evaluate, or record training activities or program effectiveness.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Attend meetings or seminars to obtain information for use in training program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Coordinate recruitment and placement of training program participants.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Evaluate training materials prepared by instructors, such as outlines, text, or handouts.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Develop alternative training methods if expected improvements are not seen.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Assess training needs through surveys, interviews with employees, focus groups, or other methods.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Screen, hire, and assign workers to positions based on qualifications.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

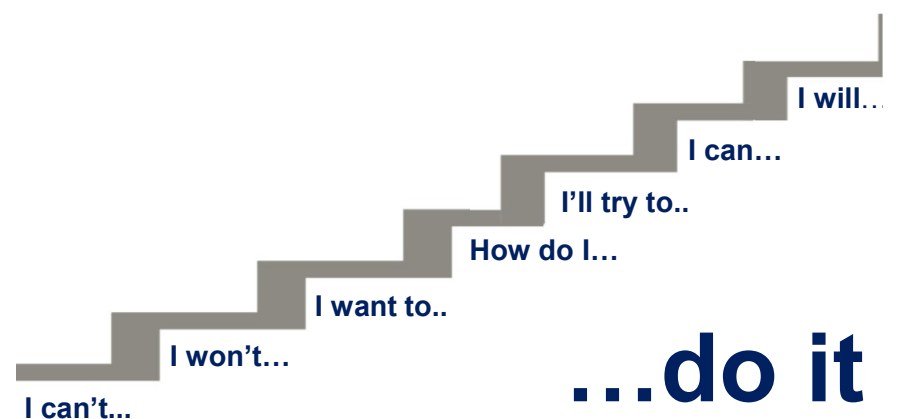


**Career Exploration Activities**

## Share your expertise


Select the career exploration activities that you offer

1. Career-focused field trips
2. Career fairs
3. Informational interviews
4. Mock interviews by businesses
5. Reverse career fair
6. Research of occupations in peer groups
7. Other (specify in chat)









Career Advisor

**Personal Traits**

My Interests 12/06/2017 ▼

My Work Values 12/06/2017 ▼

Work Context - Relationships 12/06/2017 ▼

Work Context - Work Conditions 12

Work Context - Job Characteristics

Budget [Create Budget](#)

● Advisor Name: Adviser 1

**Capabilities**

Skills 12/06/2017 ▼

Duties 12/06/2017 ▼

Work Context - Work Styles 12/06/2

**Training Level** ⓘ



Job Zone 1

Job Zone 2

Job Zone 3

Job Zone 4

Job Zone 5

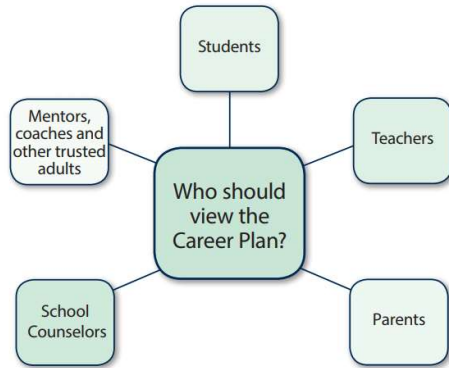
Combined Assessment Report

KEY	Interest Profiler	Work Importance	Ability Profiler	Assess Yourself
<p>★★★★ Very strong match</p> <p>★★★ Strong match</p> <p>★ Weak match</p>	<p>Realistic - 25</p> <p>Investigative - 27</p> <p>Artistic - 28</p> <p>Social - 26</p> <p>Enterprising - 27</p> <p>Conventional - 26</p>	<p>Work Cond - 19</p> <p>Recognition - 16</p> <p>Independence - 20</p> <p>Support - 22</p> <p>Relationships - 14</p> <p>Achievement - 15</p>	<p>none available</p>	<p>Conventional</p> <p>Realistic</p> <p>Investigative</p>
<p><b>Job Zone 1 - Little or no previous work-related skill, knowledge, or experience is needed for these occupations.</b></p>				
<a href="#">Loading Equipment Operators</a>		★★★★		★
<a href="#">Graders and Sorters, Agricultural Products</a>		★★★★		
<a href="#">Fallers</a>		★★★★		
<a href="#">Derrick Operators, Oil and Gas</a>		★		★★
<a href="#">Continuous Mining Machine Operators</a>		★		★★





## Help Build Adult Support Network



- Jobs in Demand Today
- Significant Industries Report
- Employment Projections Short and Long Term
- Local Labor Market Analyst
- Occupation Specific LMI from JobZone/CareerZone
- Businesses and Training Providers
- Regional Business Services Reps. for Youth Prgms.
- Local Priority Occupations List

## Local LMI Resources

## Share Your Expertise



## Resume Discussion

Give youth a fish,  
and you feed  
them for a day.



Teach youth to  
fish, and you feed  
them for a lifetime.



