Career Pathways

CJAB 2019
Department of Corrections Contacts

- Dorenda Hamarlund – Career Pathways Program Manager
- Lacosta Mussoline – Eastern Regional Reentry Administrator
Background

➢ Improved Reentry Education Grant

➢ 3 years*
(9/2015 – 9/2019)

➢ U.S. Department of Education

➢ $1 million

➢ To establish Career Pathways within the PADOC
A career pathway is a combination of *education* and *training* this is organized in a series of manageable steps leading to employment opportunities in growing occupations.
Electrician Career Pathway
WHY Career Pathways: Reentrants who gain skills and find in-demand jobs have a lower recidivism rate

“Across the six Career Pathways pilot institutions, inmates participating in building trades vocational programs had a recidivism rate of 32% over 3 years after post-release, compared to 46% for a similar population who did not participate in vocational training.”

- Social Policy Research Associates

“...finding a job usually wasn’t enough – finding work fairly quickly, and more importantly, making at least $25,000 a year considerably reduced the likelihood of returning to prison.”

- “Does Working Reduce Recidivism” article by Alaska Economics Trends June 2017
In general, Career Pathways:

• Are specific to an industry and include specific occupations
• Are most successful when they are defined by the employer
• Are LOCAL

PADOC has 25 state correctional institutions (SCIs) across the state; each may house inmates returning to 30 – 40 different counties. It’s hard for us to keep it local!
## Typical Career Pathway

<table>
<thead>
<tr>
<th>Planning</th>
<th>Connections &amp; Job Search</th>
</tr>
</thead>
</table>
| • Assessing interests & aptitudes  
  • Learning about different career options & paths  
  • Plan for pursuing education/training and gaining work experience |
| • Resume development  
  • Networking  
  • Interviewing |

<table>
<thead>
<tr>
<th>Work Experience</th>
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<tbody>
<tr>
<td>• Work experience that connects to and builds on career goals</td>
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<table>
<thead>
<tr>
<th>Training</th>
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<tbody>
<tr>
<td>• Training and Certifications that align with interests, aptitudes and career goals</td>
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</table>

**Diagram: Typical Career Pathway**

1. **Planning**
   - Assessing interests & aptitudes
   - Learning about different career options & paths
   - Plan for pursuing education/training and gaining work experience

2. **Connections & Job Search**
   - Resume development
   - Networking
   - Interviewing

3. **Work Experience**
   - Work experience that connects to and builds on career goals

4. **Training**
   - Training and Certifications that align with interests, aptitudes and career goals
GOAL: Encourage reentrants and DOC staff to think of education and work experience received while incarcerated as beneficial to gaining employment at release.

GOAL: Ensure inmates are “job ready” at any step of incarceration.
Career Pathway Inside SCIs

Planning
- Pathway to Success:
  - Assess interest, learn about careers, create a plan

Connections & Job Search
- Resume development
- Working towards enrollment into PA CareerLink
- Working towards CareerLink referral

Work Experience
- Inmate Employment and/or Correctional Industries
  - Practice skills and get hands-on experience

Training
- Vocational Education/Certification and Other Educational Courses
  - Learn skills and earn credentials
What do employers say they want?

• Career Awareness

• Hands-on Experience

• Soft Skills
What do employers say they want?

• Career Awareness
  • What you actually have to DO in an industry
<table>
<thead>
<tr>
<th>Planning</th>
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<tbody>
<tr>
<td>• Pathway to Success (previously pre-voc)</td>
</tr>
</tbody>
</table>
Pathway to Success

1. O*Net Interest Assessment
2. Jobs Not Available Due to Criminal Record
3. Understanding Job Opportunities in Location of Reentry
4. Introduction to Career Pathways
5. Introduction to Opportunities at SCIs
6. Creation of a Career Plan
7. Introduction to PA CareerLink System
8. Resume, Cover Letters, and Applications
9. Interview Skills
10. What to Expect When Paroled
11. Finalizing Your Career Pathway

✓ 11 modules
✓ 60 hours
✓ 1 semester
Class Feedback

“Because of (this class), I can do better than just wash dishes.” – SCI Cambridge Springs Inmate

“I have worked construction 25 years but never had a resume. After writing my first resume in this class, I sent six (resumes) out and got two job inquiries back.” – SCI Mercer Inmate

“The things I learned in the class taught me how to maximize my potential, how much I could make, and what’s actually attainable for someone in my position.” – SCI Houtzdale Inmate

“This class opened my eyes and gave me direction, skills, and budgeting plans that I didn’t have before. There is no excuse for me to live illegally. I know I can contribute and earn an honest living in society.” – SCI Mahanoy Inmate
Pathway to Success

✓ December 2018 – 102 educators trained
✓ June 2017-December 2018 – 3,708 enrolled
✓ June 2017-December 2018 – 2,280 completed
✓ June 2017-December 2018 – 61.5% completion rate
What do employers say they want?

- Career Awareness
  - What you actually have to DO in an industry

- Hands-on Experience
Career Pathway Inside SCIs

**Planning**
- Pathway to Success:
  - Assess interest, learn about careers, create a plan

**Training**
- Vocational Education/Certification and Other Educational Courses
  - Learn skills and earn employer recognized credentials

**Work Experience**
- Inmate Employment and/or Correctional Industries
  - Practice skills and get hands-on experience
Pennsylvania Corrections Education

"To provide educational opportunities which will enable students to become responsible and productive citizens in a diverse society."

✓ GED
✓ Commonwealth Secondary Diploma
✓ School Aged Youth Program
✓ Special Education
### Vocational Education Programs

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<th>Voc Programs / SCI</th>
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A  Ward Flex
B  Mobile Air Conditioning Society (MACS)
C  State Licensure
D  National Center for Construction Education & Research (NCCE)
E  DOC Flagger Certification (training in accordance with Port/DOT guidelines)
F  National Occupational Competency Testing Institute (NOCTI)
G  American Drafters Designers Association (ADD)
H  ESCO (1.11)
I  Ames Multimeter
J  Electronic Technician Association (ETA)
K  Eastern Forklift Certification
L  Printing Industries of America – Graphic Arts Tech Foundation (PIAGATF)
M  Environmental Protection Agency Refrigeration Handling & Removal (EPA)
N  Air Conditioning Contractors of America (ACCA)
O  ServSafe Hazard Analysis/Critical Control Points/Serving Safe Food Certification Course
P  Geothermal - Penn State University
Q  International Computer Driving License (ICDL)
R  Cooper Bausman Electrical Safety
S  Federal Communications Commission (FCC)
T  American Welding Society
U  Technical Publishing Company (TPC), Telemedia Corp.
V  Fiber Optics
W  Occupational Safety & Health Administration (OSHA)
X  Flagger
Y  Material Handling Industry of America (MHIA)
Z  American Board of Optometry
*  Commercial Drivers License
1  No Nat’l Trade Cert.

9/17/2019
Inmate Employment

Help inmates see work experience as beneficial to them – something they can put on their resume.

“This may not be the job you want, but you can learn something from it, and it will give you something to put on your resume.”
## Department of Corrections Job Description

<table>
<thead>
<tr>
<th>Position Title:</th>
<th>Institution:</th>
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<tbody>
<tr>
<td>Skill Level:</td>
<td>Supervisor:</td>
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</table>

**Job Description**

**This job description is not all inclusive and position may perform other duties as assigned.**

### Institutional Job Description

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<th>Minimum Assignment Requirements:</th>
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<th>Payment and Evaluation:</th>
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Payment for hours worked shall be recorded by the work supervisor or their designee. Evaluations and job performance shall be completed as per DC ADM §16, Inmate Compensation.

<table>
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<tr>
<th>Work Site:</th>
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All work supervisors need to have a complete list of job duties on the work site. The list should include the following: Duties, Limitations, Materials needed for Cleaning, Ordering of Supplies, Safety Measures, and who the inmate should report to with problems/requests.

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<th>Inmate Signature:</th>
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<th>Date:</th>
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Inmate Employment

➢ **IF** it’s possible, take an inmate’s experience and work goals into account when placing them in a job. If an inmate completed Pathway to Success, ask to see their Career Plan.

PADOC already has policies that do this.
Inmate Employment

✓ Policy 7.6.1 – Delivery of Educational Services
  • “Names and numbers of inmates completing vocational trade-based programs are to be forwarded to the CEVC and Director of CI.”

  • “The most qualified inmate should fill a vacant position. An inmate who has been in a job-related training program or has prior experience in a specific job and whose work has been satisfactory should be given preference for assignments.”
How can Inmate Employment succeed?

✓ Ensure policies are being followed
✓ Collaborate with Corrections Education
✓ Collaborate with Correctional Industries
✓ Place inmates in jobs based on their vocational training
✓ Job Descriptions
✓ Other ideas/suggestions?
What do employers say they want?

- Career Awareness
  - What you actually have to DO in an industry

- Hands-on Experience

- Soft Skills
  - Showing up on time
  - Working with others
  - Taking instruction – and criticism
Career Pathway Inside SCIs

**Planning**
- Pathway to Success:
  - Assess interest, learn about careers, create a plan

**Training**
- Vocational Education/Certification and Other Educational Courses
  - Learn skills and earn credentials

**Work Experience**
- Inmate Employment and/or Correctional Industries
  - Practice skills and get hands-on experience

**Connections & Job Search**
- Resume development
- Working towards enrollment into PA CareerLink
- Working towards CareerLink referral
Resume Report

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### TASC Details:

- **Date:** 03/24/2016
  - **Site:** NCCER - National Center For Construction Education and Research
  - **Type:** CARPENTRY LEV 1 CERT

- **Date:** 03/26/2016
  - **Site:** NCCER - National Center For Construction Education and Research
  - **Type:** CORE CERT

- **Date:** 03/15/2015
  - **Site:** NCCER - National Center For Construction Education and Research
  - **Type:** CASG CERT

- **Date:** 03/15/2015
  - **Site:** OSHA - Occupational Safety and Health Administration
  - **Type:** Completed 10 hour NCCER CASG course.
  - **Comments:** Completed 10 hour OSHA 100 course.

### Inmate Employment:

<table>
<thead>
<tr>
<th>Site</th>
<th>Begin Date</th>
<th>End Date</th>
<th>Job Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORATIP</td>
<td>07/07/2015</td>
<td>12/13/2016</td>
<td>GLP</td>
</tr>
<tr>
<td>COAL TOWNSHIP</td>
<td>02/09/2015</td>
<td>10/31/2016</td>
<td>School Group 1</td>
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<tr>
<td>COAL TOWNSHIP</td>
<td>12/15/2014</td>
<td>07/06/2016</td>
<td>Labor Foreman 2</td>
</tr>
<tr>
<td>COAL TOWNSHIP</td>
<td>07/29/2014</td>
<td>12/14/2014</td>
<td>Bookkeeper IA 8 hr.</td>
</tr>
<tr>
<td>MERCER</td>
<td>12/03/2013</td>
<td>07/28/2013</td>
<td>Property Office Worker</td>
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<tr>
<td>MERCER</td>
<td>01/10/2013</td>
<td>12/30/2013</td>
<td>Floor Detail</td>
</tr>
<tr>
<td>MERCER</td>
<td>10/10/2012</td>
<td>01/09/2013</td>
<td>D-Block Janitor</td>
</tr>
</tbody>
</table>
Career Pathway Framework (Inside State Correctional Institution)

Steps to Getting Inmates Job-Ready

- Assessment and Planning
  - Pathway to Success Course

- Vocational Training

- Inmate Work Experience
  - Correctional Industries

- Connections and Job Search

- Enter Workforce
IDEAL EXAMPLE
SCI - Mahanoy

✓ Complete Pathway to Success (Planning)
  • Interest Assessment reveals desire to work in Warehouse/Logistics

✓ Enroll and complete vocational course (Training)
  • Certification received in Material Handling Industry of America (MHIA)

✓ Inmate Employment assigns inmate to Commissary (Work Experience)
  • Work experience received during incarceration for placement on resume

✓ Reentrant is enrolled in Job Gateway to search for jobs (Job Search)
  • Referral to PA CareerLink is made after release

✓ Reentrant starts work at local Warehouse Distribution Center
  • Certification and work experience contributed to his success
Action Plans

Acting on a good idea is better than just having a good idea.
Career Pathways Framework (Outside SCI)

• Articulation Agreements
• BCC Workforce Development Contracted Services
• Labor and Industry
• PA CareerLink
• Employers
• Unions
• Apprenticeships
• Community Based Partners
Benefits of Hiring a Reentrant
What does this mean for you?
PADOC

Benefits & Challenges

➢ Benefits
  ✓ We have money ($$$)
  ✓ Program Manager
  ✓ Education Programs in place
  ✓ Inmates have 2+ years

➢ Challenges
  ✓ Logistics – not local
  ✓ Hard to collaborate with employers, local education
Logistical Challenges

- 25 Prisons
- 67 Counties
- 47,000 inmates*
- 40,000 parole supervision*

*December 2018
Benefits of Being Local
NEXT STEPS
Models to Consider

➢ LEAP Project
   ✓ Northampton County Jail
   ✓ U.S. Dept. of Labor $500,000 grant
   ✓ Hired 4 employees to lead classes and guide inmates & reentrants to employment

➢ Additional IRE Grantees
   ✓ Barton County Community College (Great Bend, Kansas)
   ✓ Essex County College (Newark, New Jersey)
   ✓ Lancaster-Lebanon Intermediate Unit 13 (Lancaster, Pennsylvania)