

# HELP-Link

The Montana HELP Plan Workforce Program

HELP-Link provides opportunities for Montanans to learn job training skills and employment services to join the workforce through intensive, one-on-one interaction.

## HELP-Link Process



### ENROLLMENT

Client enrolls in Montana HELP Plan.



### SURVEY

Client completes online survey.



### SURVEY REVIEW

Job Service Montana staff reviews survey with client in local office.



### IEP DEVELOPMENT

(INDIVIDUAL EMPLOYMENT PLAN)

Job Service Montana office develops IEP & provides Labor Market Information (LMI).



### SIGN PLAN

Client signs Individual Employment Plan (IEP) and gets copy.



### ACTIVE

Client is HELP-Link active!  
Client must complete service every 90 days.

HELP-Link is a voluntary program administered by the Montana Department of Labor & Industry, and available in all 23 of the state's Job Service Montana offices. Each office is equipped to provide workforce training and employment services, including:

## Job Service MONTANA

- Résumé Assistance
- Workforce Training Workshops
- Interview Skills
- Labor Market Information
- Wage Negotiation

OVER **1100** Montanans have been served under HELP-Link.

**95%** HELP-Link participation increase over the last four months.



**80%** of participants who were previously employed had a **wage increase after completing the program.\***

\* Excludes participants receiving funding for training.



**82%** of people who received funding for training **found employment after completing the program.**

**The median wage of occupations pursued by high-impact participants is about \$35,000, which is \$20,000 above Montana Help Plan recipients average wages in 2015.\***

\* High-impact participants are people who received funding for training.

### Occupation Pursued

- 7.5% Registered Nurses
- 7.0% Nursing Assistant
- 6.6% Heavy Tractor-Trailer Truck Driver
- 3.4% Bookkeeping, Accounting, and Audit Clerks
- 3.0% Medical Assistants
- 2.8% Medical Records and Health Information Technicians
- 2.1% Retail Salespersons
- 1.9% Hairdressers, Hairstylists, and Cosmetologists
- 1.7% Office Clerks, General
- 1.7% Healthcare Support Workers, All Other
- 1.7% Welders, Cutters, Solderers, and Brazers
- 1.7% Executive Secretaries and Executive Administrative
- 1.5% Real Estate Sales Agents
- 1.3% Landscaping and Groundskeeping Workers
- 1.3% Receptionists and Information Clerks
- 1.3% Pharmacy Technicians
- 1.3% Substance Abuse & Behavioral Disorder Counselors
- 1.3% Licensed Practical and Licensed Vocational Nurses
- 1.3% Elementary School Teachers, except Special Education

Source: Montana Department of Labor & Industry, 11/3/2016



Montana Department of  
**LABOR & INDUSTRY**