

**WELCOME TO TODAY'S TRAINING**

**FROM PINK SLIP TO PAYCHECK!**  
**SUCCESS WITH DISLOCATED WORKERS!**

**PRESENTED BY**  
**LARRY ROBBIN**  
**EXECUTIVE DIRECTOR**  
**ROBBIN AND ASSOCIATES**

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**POINTERS!**

MY POINTER IS

PERSONS NAME	THEIR POINTER

## **FOUR KEY BLOCKERS TO THE REEMPLOYMENT SUCCESS OF DISLOCATED WORKERS**

1. DISLOCATED WORKERS OFTEN HAVE  
UNREALISTIC REEMPLOYMENT GOALS

THEY DON'T UNDERSTAND THE REALITY OF TODAY'S LABOR MARKET

2. DISLOCATED WORKERS OFTEN SUFFERS FROM DEPRESSION AND  
CONFUSION THAT CAN HAVE A NEGATIVE IMPACT ON  
JOB SEARCH AND REEMPLOYMENT

THE PSYCHOLOGICAL IMPACT, ISOLATION FROM SUPPORT SYSTEMS  
AND HAVING TO MAKE SO MANY STRESSFUL DECISIONS  
ARE DIFFICULT CHALLENGES TO DEAL WITH

3. THE DISLOCATED WORKER MAY RESIST OR NOT BE  
SUCCESSFUL IN BEING RETRAINED

DIFFICULTY MAKING NEW CAREER CHOICES, LACK OF CONFIDENCE  
AND FEAR OF CHANGE MAKE RETRAINING A HARD OPTION

4. DISLOCATED WORKERS OFTEN INTERVIEW IN WAYS THAT ARE  
INEFFECTIVE IN TODAY'S LABOR MARKET

**PREPARE PEOPLE FOR THE EVOLUTION**  
**OF THEIR JOB SEARCH**

1. HAVE PEOPLE GET INFORMATIONAL INTERVIEWS FROM DISLOCATED WORKERS THAT HAVE GONE THROUGH YOUR PROGRAM TO TALK ABOUT JOB SEARCH LENGTH, SKILLS, MOTIVATION ETC.
  
2. HELPFUL INFORMATION YOU CAN PROVIDE
  - A. THE ROUGH ESTIMATE OF THE RANGE OF TIME IT IS TAKING PEOPLE OF SIMILAR VOCATIONAL PROFILES TO FIND JOBS
  
  - B. HOW MANY INTERVIEWS PEOPLE ARE HAVING BEFORE THEY GET A JOB OFFER
  
  - C. WHY SOME PEOPLE GET JOBS SOONER THAN OTHERS
    - A. EMPLOYABILITY AND FLEXIBILITY VARIABLES
  
    - B. JOB SEARCH SKILLS AND HIDDEN JOB MARKET NETWORK
  
    - C. PERSISTENCE IN JOB SEARCH MOTIVATION
  
    - D. THE CHANCE FACTOR
  
    - E. OTHER FACTORS
  
3. BE CAREFUL OF THE STAGE OF AWARENESS OF THE DISLOCATED WORKER ABOUT THE LABOR MARKET AS YOU DISCUSS THE REALITIES  
  
SOMETIMES IT IS BETTER FOR THE LABOR MARKET TO BE THE TEACHER THAN YOU

**THE MULTIPLE STAGE JOB SEARCH PLAN**

TOPIC	PLAN 1 DATES	PLAN 2 DATES	PLAN 3 DATES
JOB TITLES I WOULD CONSIDER			
WAGES I WOULD CONSIDER			
TRAVEL TIME I WOULD CONSIDER			
OTHER FACTORS			
OTHER FACTORS			
OTHER FACTORS			
OTHER FACTORS			

**PROVIDE ROLE MODELS**  
**NOT JUST INFORMATION**

1. DISLOCATED WORKERS ARE MORE LIKELY TO BELIEVE, LEARN AND TRULY ABSORB INFORMATION FROM OTHER DISLOCATED WORKERS THAN THEY ARE FROM INFORMATION PROVIDED AS FACTS
  
2. ASK DISLOCATED WORKERS THAT WOULD BE GOOD ROLE MODELS AND THAT HAVE REENTERED THE WORKFORCE OR ARE CLOSE TO IT TO BE A PART OF ONE OF YOUR PEOPLE HELPING PEOPLE PROGRAMS.
  
3. DISLOCATED WORKERS IN THE PEOPLE HELPING PEOPLE PROGRAM SIGN AN AGREEMENT THAT SPELLS OUT THEIR ROLE, THE ROLE OF CONFIDENTIALITY AND HOW THE PROGRAM WILL WORK WITH THEM. THEY ARE GIVEN A BEST PRACTICES LIST AND A SHORT ORIENTATION.
  
4. THE DISLOCATED WORKERS IN THESE PROGRAMS MAY EITHER STILL BE IN THE PROGRAM OR TRAINING, IN JOB SEARCH, IN SCHOOL, IN AN APPRENTICESHIP OR WORKING GRADUATES.

GRADUATES MAY COME BACK INTO THE PROGRAM ON THEIR DAY OR SHIFT OFF OR CONNECT WITH INDIVIDUALS IN-PERSON, BY PHONE OR EMAIL DURING OR OUTSIDE OF PROGRAM HOURS.

IF YOU HAVE DISLOCATED WORKERS THAT MAKE PRESENTATIONS TO GROUPS WITH THEIR PERMISSION YOU MAY VIDEO TAPE THEM FOR FUTURE USE.

IN SOME SITUATIONS PANELS OF DISLOCATED WORKERS THAT ARE STILL IN THE PROGRAM OR GRADUATES MAY BE A GOOD FORMAT TO USE.

## 5. SOME EXAMPLES OF HOW THIS WORKS

- A. A DISLOCATED WORKER IN JOB SEARCH COMES INTO ORIENTATION AND TALKS TO PEOPLE ABOUT THEIR POSITIVE EXPERIENCE IN THE PROGRAM
- B. A PANEL OF THREE DISLOCATED WORKERS THAT HAVE GRADUATED FROM DIFFERENT TRAINING PROGRAMS AND EITHER THE SAME OR DIFFERENT TRAINING TALK AND ANSWER QUESTIONS ABOUT THEIR EXPERIENCES
- C. A SINGLE MOTHER OR FATHER AGREES TO TALK BY PHONE WITH ANOTHER PERSON IN THE SAME SITUATION ABOUT HOW THEY HELPED THEIR KIDS AND THEMSELVES SURVIVE THE LAYOFF AND CHANGE JOBS
- D. A DISLOCATED WORKER CURRENTLY IN YOUR PROGRAM CONSIDERING TRAINING GETS INFORMATIONAL INTERVIEWS WITH TWO PEOPLE. ONE COMPLETED THE TRAINING PROGRAM AND LIKED IT AND ANOTHER ONE QUIT THE SAME PROGRAM AND DIDN'T LIKE IT.
- E. A DISLOCATED WORKER IN DRUG OR ALCOHOL RECOVERY THAT HAS GRADUATED YOUR PROGRAM AND IS REEMPLOYED AGREES TO CALL ANONYMOUSLY AND TALK TO SOMEONE THAT IS CURRENTLY IN THE PROGRAM AND DEALING WITH A SIMILAR PROBLEM.
- F. A PANEL OF DISLOCATED WORKER GRADUATES THAT HAVEN'T STARTED THEIR NEW JOBS YET TALK ABOUT WHAT THEY LEARNED ABOUT INTERVIEWING FROM THE JOB SEARCH EXPERIENCE

## **HELPING DISLOCATED WORKERS USE, STRENGTHEN AND BUILD SUPPORT SYSTEMS**

1. DO A SUPPORT SYSTEM ASSESSMENT AS PART OF YOUR ASSESSMENT
  - A. WHAT HELPS THE DISLOCATED WORKER GET THROUGH DIFFICULT TIMES AND HOW WILL IT WORK NOW?
  - B. HOW CAN THEIR SUPPORT SYSTEMS BE STRENGTHENED?
  - C. WHAT PEOPLE, WAYS OF THINKING AND BEHAVIOR CAN UNDERMINE THEIR ATTITUDE AND MOTIVATION?
  - D. HELP THEM DEVELOP A DAILY SUPPORT SYSTEM RITUAL THAT INVOLVES PHYSICAL ACTIVITY TO GET RID OF STRESS
  
2. HELP DISLOCATED WORKERS IN YOUR PROGRAM WORK IN GROUPS AS OFTEN AND AS MUCH AS POSSIBLE
  - A. USE A JOB CLUB MODEL
  - B. INSTEAD OF TALKING ABOUT THE SAME THING WITH MANY PEOPLE ON YOUR CASELOAD HAVE ONE TIME OR SEVERAL TIME GROUPS ON A SPECIFIC TOPICS
  - C. CONSIDER GROUPS BY SAME COMPANY, SIMILAR JOB TITLES, COMMON ISSUES, CAREER PLANS ETC.
  - D. WORK WITH OTHER STAFF TO ORGANIZE ACROSS CASE LOAD GROUPS

- E. GROUPS THAT HAVE BEEN OF INTEREST TO DISLOCATED WORKERS - THESE MAY BE ONE TIME, SEVERAL MEETING OR ON-GOING GROUPS
  - 1. HOW TO DEAL WITH CREDIT AND CREDITORS
  - 2. SHOULD YOU START A BUSINESS OR GET A FRANCHISE?
  - 3. DOES RELOCATING MAKE SENSE FOR YOU?
  - 4. HOW TO HELP YOUR FAMILY THROUGH THE LAYOFF
  - 5. HOW TO AVOID PROBLEMS WITH YOUR UNEMPLOYMENT
  - 6. WHERE ARE THE JOBS NOW AND IN THE FUTURE? WHAT PARTS OF THE LABOR MARKET ARE GROWING AND WHAT IS SHRINKING?
  - 7. IS IT TIME TO RETIRE?
  
- 3. CONSIDER THE DISLOCATED WORKER AND THEIR FAMILY AS THE PROGRAM PARTICIPANT
  - A. ENCOURAGE PEOPLE TO BRING FAMILY TO ORIENTATION
  - B. IF APPROPRIATE HAVE AN OCCASIONAL COUNSELING SESSION WITH A SPOUSE OR FAMILY MEMBER PRESENT
  - C. HAVE A FAMILY DAY EVENT LIKE A PICNIC, POTLUCK OR SPECIAL EVENT
  - D. TALK ABOUT THE ROLES OF FAMILY AS A HELPER AND AS A PROBLEMS IN YOUR COUNSELING
  - E. DON'T BE A FAMILY COUNSELOR UNLESS YOU ARE TRAINED TO BE ONE - ENCOURAGE PEOPLE TO GET PROFESSIONAL HELP

## **LOOKING AT MY SUPPORT SYSTEM OPTIONS**

Check off whatever is a support system for you that helps you feel better and cope with stress. Put one check mark for a support you use occasionally, two check marks by a support system you use regularly and three check marks by the support systems you use the most often. Write in at the bottom any support systems you use that aren't on this list. This list will help you realize what support systems you have and whether or not you want to consider developing others to help you deal with this time of job change.

SPORTS

VOLUNTEER WORK

FAITH BASED ACTIVITY

FAMILY

OTHER RELATIVES

FRIENDS

PETS

VOLUNTEER WORK

HOBBIES

EXERCISE

MEDITATION

READING

WORKING ON MY APARTMENT OR HOUSE

SCHOOL

MEMBER OF A GROUP

MUSIC

## **THINGS TO DO THAT WILL MAKE TRAINING SUCCESSFUL**

1. TALK WITH PEOPLE WHO HAVE FINISHED THE TRAINING AND ARE WORKING AND PEOPLE THAT HAVE DROPPED OUT OF THE TRAINING AND WORKING IN OTHER FIELDS. WHY DO SOME PEOPLE LIKE IT AND OTHERS DO NOT? WHAT DO THEIR REASONS MEAN TO YOU?
2. INTERVIEW PEOPLE WORKING FOR A LONG TIME IN THE FIELD. WHY DO THEY STAY? WHAT ARE THE MOST COMMON REASONS PEOPLE LEAVE THIS WORK? HOW DO THESE REASONS FOR STAYING AND LEAVING APPLY TO YOU.
3. VISIT AS MANY SCHOOLS AS POSSIBLE THAT OFFER THIS TRAINING. SIT IN ON CLASSES. TALK WITH STUDENTS AND INSTRUCTORS. TALK WITH EMPLOYERS THAT HIRE PEOPLE FROM THE VARIOUS SCHOOLS. WHAT DO THEY THINK OF THE TRAINING? WHY DO THEY PREFER PEOPLE FROM ONE SCHOOL OVER ANOTHER?
4. USE THE INTERNET OR HAVE SOMEONE HELP YOU USE IT TO DO RESEARCH. FIND OUT THE TRADE, PROFESSIONAL AND LABOR ORGANIZATIONS THAT ARE INVOLVED IN THIS LINE OF WORK. WHAT ARE THE ISSUES THEY TALK ABOUT? HOW DO THOSE RELATE TO YOU? DOES THE SCHOOL YOU ARE CONSIDERING TEACH THE LATEST SKILLS AND USE THE MOST CURRENT EQUIPMENT FOR THIS OCCUPATION? WHAT IS THE OCCUPATIONAL FORECAST FOR THIS TYPE OF WORK? HOW IT IS EXPECTED TO CHANGE IN THE FUTURE?
5. WHAT IS THE IMPACT OF THIS TRAINING AND OCCUPATION ON YOUR LIFESTYLE, FAMILY, PHYSICAL HEALTH, MENTAL HEALTH, STANDARD OF LIVING, FAVORITE ACTIVITIES ETC. WHAT ARE THE GOOD AND PERHAPS NOT SO GOOD WAYS YOUR LIFE WILL BE DIFFERENT ONCE YOU ARE IN THIS OCCUPATION? WHAT DO YOU THINK OF THE BALANCE OF THE PLUSES AND MINUSES?

## **HOW TO GIVE AN INTERVIEW** **THAT GETS YOU HIRED!**

SOME OF THE THINGS DISLOCATED WORKERS NEED TO DO IN THE INTERVIEW TO GET THE HIRING OFFER

### **1. YOU NEED TO SHOW ENERGY, ENTHUSIASM AND POSITIVE MOTIVATION.**

The depression of job loss and job search may make this difficult but it is critical to getting hired. Body language, vocal tone and image are important in interviews. Get help with depression. Work in front of a mirror on how your body language shows your attitude. Work on smiling and saying things in a positive way. Never put down your previous employer. Remember employers like to hire people with a positive attitude not just people that can do a job.

### **2. TALK ABOUT THE PAST NOT LIKE HISTORY BUT IN TERMS OF HOW IT WILL MAKE MONEY FOR YOUR NEW EMPLOYER.**

Employers want to hire the money making employee of the future not the employee of the past. Do research to learn where this company and this job are going. Talk about yourself as a profit maker for the new company. Talk about anything you did in your previous job that was an improvement on the way the work was done that led to higher profits.

**3. TALK ABOUT HOW EASY IT IS FOR YOU TO LEARN NEW THINGS AND TO BE TRAINED.**

The employee of the future can do today's job and be easily retrained to do the job that is coming tomorrow. Talk about how you were trained, how you like to learn, how many different types of equipment or duties you had over time in your other job and anything else that will sell your ability to be trained. Be careful not to sound like somebody that is set in their ways and will be difficult to train.

**4. IF YOU ARE TAKING A BIG WAGE CUT CONVINCING THE EMPLOYER THAT YOU WON'T KEEP JOB HUNTING AND LEAVE THEM**

Talk about how you understand the wages of today. Talk about how you aren't applying for jobs that you don't really want. Tell them why you want to work for this company and just don't want any job. Convince them you want this job in their place and will stay with it even though it is less money than you were earning.

**5. DON'T JUST DESCRIBE WHAT YOU DID, PROMOTE IT, PRAISE AND BE PROUD OF IT!**

Dislocated workers often just describe what they did and don't sell how good it was. Describing what you did will not get you a job offer. Helping the person interview you understand how valuable it was to the company and how your contributions made them money will get you the job offer!

**DISLOCATED WORKER INTERVIEW PRACTICE - FINISH THESE SENTENCES**

1. I can make money for your company because I
2. The proof that I like to be trained and can easily be trained is
3. The reason my past will fit well with this job and this company is because
4. I made money for my last employer by
5. I know I'm taking a lower wage but the reason you should not worry about that is because I
6. Some examples of things that I improved on in my last job that were good for the work and company were
7. My plans for my future are to work for your company and
8. Some of things that I have been complimented on about the way that I work by my former supervisors are
9. Personally one of the things I am most proud of about what I did in my last job is