ACTIVE RESOURCE COORDINATION AND INTEGRATED RESOURCE TEAMS

This policy is to assist local offices as they provide comprehensive services amongst One Stop partner and community agencies for Adult, Dislocated Workers, Youth, Wagner-Peyser and Trade Adjustment Assistance participants.

Description

Active Resource Coordination (ARC): ARC is identifying targeted activities/programs designed to assist customers with multiple challenges to employment by increasing access to services. A participant's assessment results may assist in determining such targeted activities/programs. ARC is the first step in the Integrated Resource Team.

Integrated Resource Team (IRT): The IRT meeting brings together those members representing the targeted activities and programs identified through the ARC process. This team should also include any natural supports of the participant and most importantly, the participant. This team works together with the participant to strategize on how services can be coordinated to reach and maintain the participant's employment goal. The membership of an IRT is likely to change as the participant's needs and short-term goals change.

Members of an IRT should be working towards a common goal. The team should establish how the team will communicate as you move forward. IRT meetings can be held to celebrate the completion of goals, as well as, when needs arise.

Preparing for IRT Meeting

1. Ensure necessary releases are signed
2. Identify location for meeting
3. Identify time that works for attendees → meeting does not have to happen immediately, schedule 2 weeks out (or what you find conducive) to adhere to partners availability. ***Unless client's needs are urgent***
4. Be prepared to bring what you may find relevant for the meeting (i.e. assessment results, employment plan, additional resources, etc.)

Facilitating the IRT Meeting

*IRT is ***client*** driven. IRT meetings can be called by client or any member of the team*

1. Have the participant, with assistance of IRT members if necessary, identify the participant's goal, strengths and needs.
2. Identify applicable services that may assist the participant through One Stop partner programs and community programs.
3. Utilize this information to develop a recommended plan of action with timelines and names of who is responsible.
4. Discuss client's preferred method of communication

Be sure to speak with the client rather than about the client.

SDDLR Policy §5.1