Workforce Services Division

Develop and maintain a high quality workforce that supports and enhances the economic health of Montana's communities.

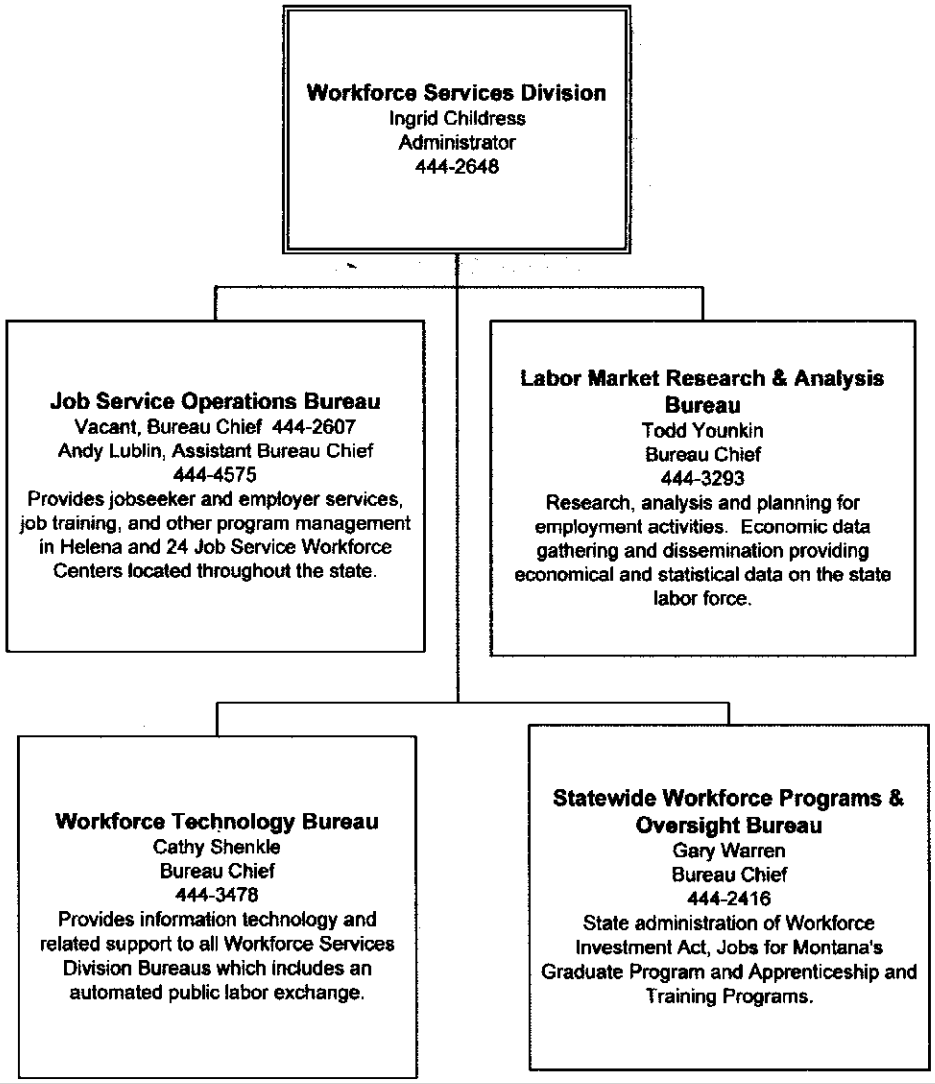
Links workforce development with economic needs.

Ingrid Childress
Administrator

EXHIBIT 4
DATE Jan. 24, 2005
HB 2, Dept of Labor + Industry

Montana Department of Labor & Industry - Workforce Services Division

Tuesday, January 18, 2005



Research and Analysis Bureau

- Produces labor market information (LMI) and employment statistics.
- Collects, analyzes, reports, and publishes information about:
  - Economic conditions and trends,
  - Unemployment rate,
  - Job growth,
  - Wage levels,
  - Types of jobs, and
  - Workers available.

Research and Analysis Bureau

EMPLOYERS:	JOB SEEKERS AND STUDENTS:	EDUCATORS AND WORKFORCE INVESTMENT BOARDS:
• Wage rates for occupations they employ, • Benefits offered in their industry, • Availability of workers, • Current and national economic conditions, • Information needed to support decisions for expanding and downsizing, and • Rate of labor turnover.	• Types of jobs in demand, • Skills the jobs require, • Types of available training, • Cost of living where jobs are located, • How much the positions pay, and • Projections of growth or decline in particular profession.	• The types of jobs that will be available when students graduate, • Where those jobs will be located, • The skill requirements of those jobs, • The salary those jobs will pay, • What jobs won't exist in the future, • Training opportunities, and • Employment and wage outcomes of their graduates.

Statewide Workforce Programs and Oversight Bureau:

Program Performance Indicators:

Adult Program

- Entered Employment Rate
- Employment Retention Rate
- Earnings Change
- Employment and Credential Rate

Dislocated Worker Program

- Entered Employment Rate
- Employment Retention Rate
- Earnings Replacement Rate
- Credential Rate

Older Youth (Ages 19-21) Program

- Entered Employment Rate
- Employment Retention Rate
- Earnings Change
- Credential Rate

Younger Youth (Ages to 18) Program

- Skills/Goals Attainment Rate
- Diploma/Equivalent Attainment Rate
- Placement and retention rate

Customer Satisfaction

- Participants
- Employer

Job Service Operations Bureau:

- Job Service Workforce Centers in 24 locations across the state.
- Cornerstone of the Workforce Development System.
- Match the right skills with the right job at the right time.
- 24/7 Access through division and local Job Service Workforce Center websites
- Job Service Statistics in SFY2004:
  - Total Active job seekers: 78,081
  - Veterans: 8,461
  - New job postings received from employers: 14,228
  - Openings filled: 62,768

Job Seeker Resources

Each of our Workforce Centers offers **JOB SEEKERS**:

- 24/7 Job search ability (local, statewide, and national),
- Information on effective job search techniques,
- Career information and available training programs,
- Information of federally funded retraining programs,
- Individual assessment of skill levels, aptitudes, and abilities,
- Public resource computers, telephone and libraries to facilitate job searching and applying for jobs,
- Referral to supportive services (Community & State organizations),
- Targeted programs for veterans and dislocated workers, TANF participants and others, and
- Individual job search and placement assistance.

Employer Resources

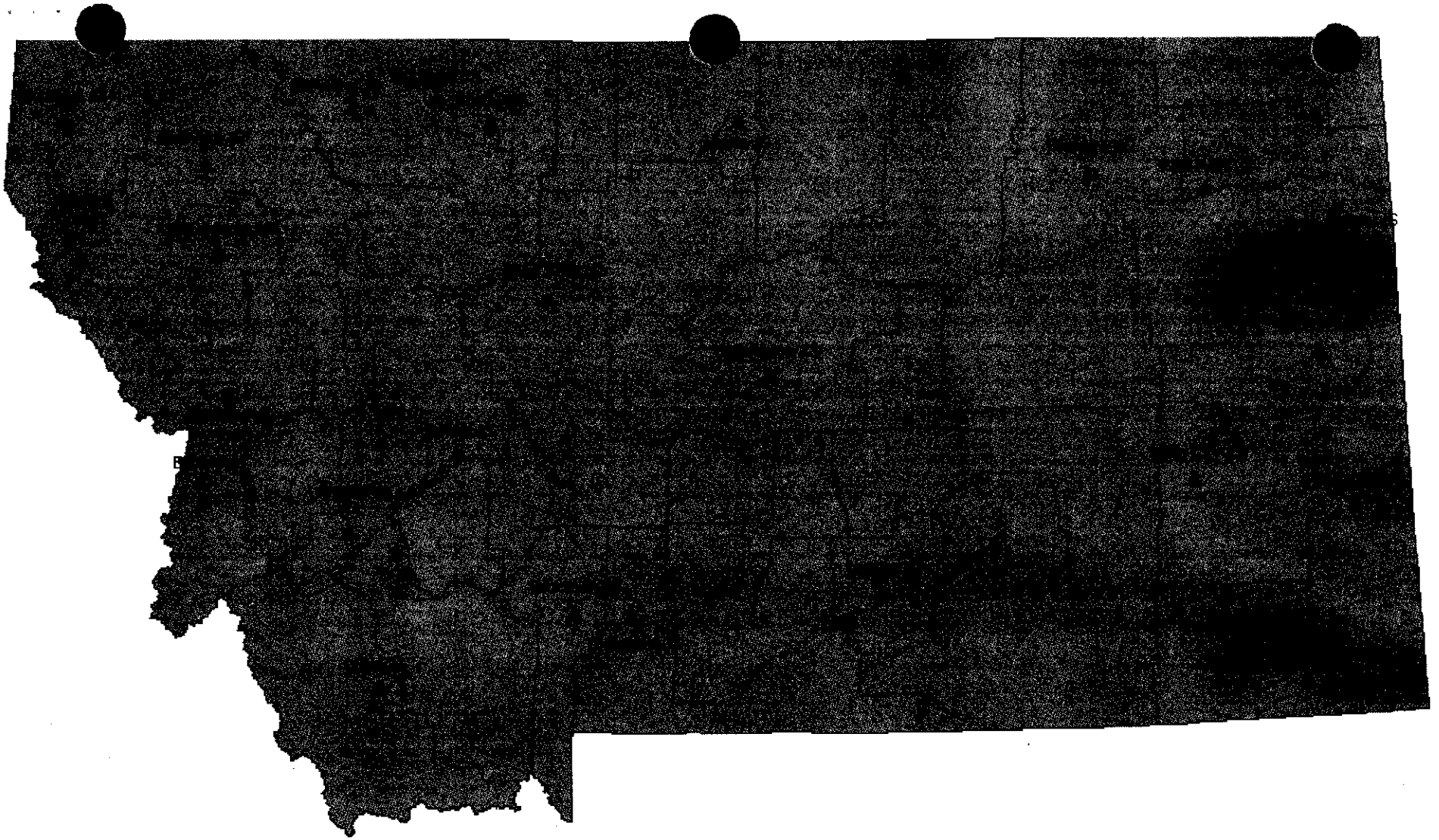
Each of our Workforce Centers offers **EMPLOYERS:**

Recruitment Services:

- 24/7 Ability to advertise position openings direct,
- 24/7 Option to search our data bank for prospective employees,
- Job matching – Our staff contact prospective employees,
- Interviewing, training, and meeting rooms, and
- Testing & prescreening of job applicants.

Human Resource Consulting Services in:

- Creating job descriptions, recruitment, and selection systems,
- Training on legally defendable and effective interviews,
- Effective Human resource practices,
- Employee handbooks and discipline guides,
- Performance management,
- Employment law information, and
- Use of business software, computers & interviewing facilities.



Job Service Workforce Center Locations

Come visit us at…

Workforce Services Division
Web Statistics

Website Estimated Visits SFY2005:

- R & A home page: 337,000
- WSD home page: 1,888,000
- Local Job Service Workforce Center home pages: 2,944,000

Internet Visit: A visit begins when a visitor views their first page and ends when the visitor leaves the site.

Workforce Services Division
http://wsd.dli.mt.gov/default.asp

Montana Job Service Workforce Center Directory
http://wsd.dli.mt.gov/service/officelist.asp

Job Seekers and Employers are invited to go to our new self-service Jobs system at http://jobs.mt.gov

State of Montana job openings and employment information
http://mt.gov/statejobs/statejobs.asp

Labor Market Statistics for the State of Montana
http://ourfactsyourfuture.org

Montana Career Resource Network
http://www.ourfactsyourfuture.org/cgi/career/?PAGEID=3

EXHIBIT 5
DATE Jan. 24, 2005
HB 2, Dept. of Labor Funding

MONTANA WORKFORCE INFORMER SYSTEM

The Best Source of Labor Market Information for Students, Job Seekers, Businesses, and Researchers

Research & Analysis Bureau
840 Helena Avenue
P.O. Box 1728
Helena, MT 59624

OFFICIAL BUSINESS
Return Service Requested

OUR FACTS YOUR FUTURE .ORG

Montana's Workforce Informer System (WIS) is now the state's most complete source of labor market information. It is also a career planning tool for every stage of your job search.

Whether you are trying to decide which occupations are right for you, looking for a training program, or searching for job openings in your areas, WIS can help.

Here's some of what you'll find by logging onto www.ourfactsyourfuture.org:

Occupations by Skills: Find out which jobs you're best suited for based on your skills.

Occupation Explorer: Describes the tasks and duties of each occupation, the number of openings per year, and training programs in Montana.

Job Search Tools: Look for job openings using keyword or job title.