



OKLAHOMA ESSENTIALS SKILLS TRAINING

August 8-14, 2018

YOUR GUIDES



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AGENDA



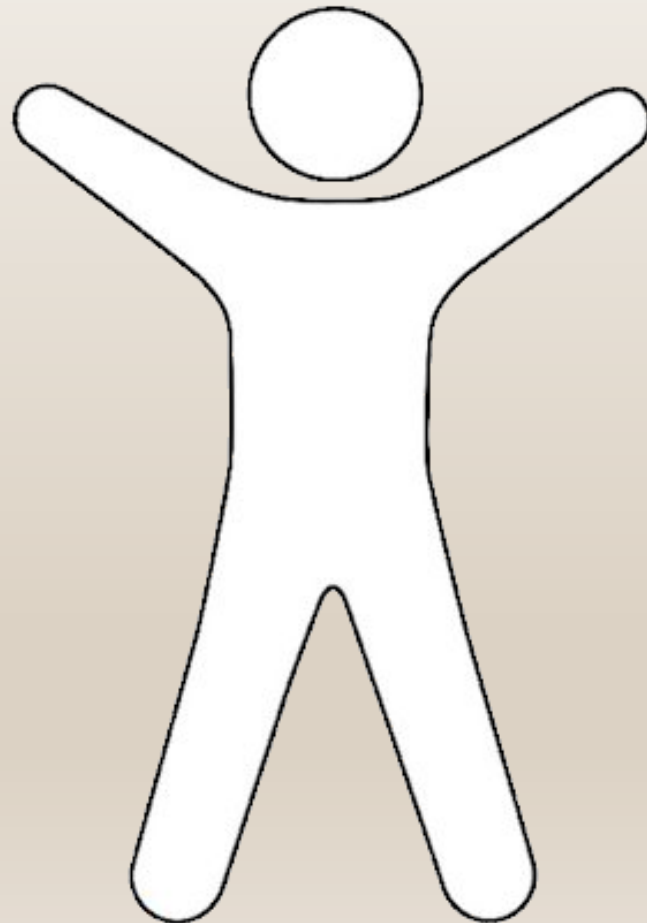
- Welcome
- The Entrepreneurial Mindset
- Unpacking Self-Sufficiency
- Building Work Ethic
- Lunch
- Tools for Triage Through Triumph
- Partnership Panel
- Next Steps

EXPECTATIONS



- What are YOUR personal expectations around:
 - Attitude
 - Attendance
 - Ambition
 - Accountability

SUCCESS VS. BARRIERS





EMBRACING AN ENTREPRENEURIAL MINDSET

August 8-14, 2018

100 USES



CHARACTERISTICS OF ENTREPRENEURS



- When you think of an Entrepreneur, what words come to mind?

ENTREPRENEURIAL MINDSET



An Entrepreneurship Mindset **IS** about being more
Innovative

An Entrepreneurship Mindset **ISN'T** about
Self-Employment

THE THREE SKILLS OF ENTREPRENEURSHIP



- Open-Mindedness
 - ▣ Be willing to see new ways of doing something

- Forward Thinking
 - ▣ Considering both the present and the future

- Problem Solving
 - ▣ Focused on solutions not just problems

OPEN-MINDEDNESS



- What was the most difficult part of “100 Uses”?
- What barriers did you encounter in completing your list?
- When did you come up with your most creative ideas?
- How can you apply this concept daily?

FORWARD THINKING



- Find one “pain point” at your operation
 - ▣ Customers
 - ▣ Staff
 - ▣ Reporting

- Come up with a potential solution to the pain by asking: “How might we...”



PROBLEM SOLVING

- Substitute – Swap what you’re doing for the new idea
- Combine – Add the new idea to what you’re already doing
- Adapt – What changes need to be made for the new idea
- Modify – Could we modify the new idea to make it better
- Put to another use – Try using new idea on other problems
- Eliminate – Can we eliminate something from the problem
- Reorganize – Could we do something differently



UNPACKING SELF-SUFFICIENCY

August 8-14, 2018

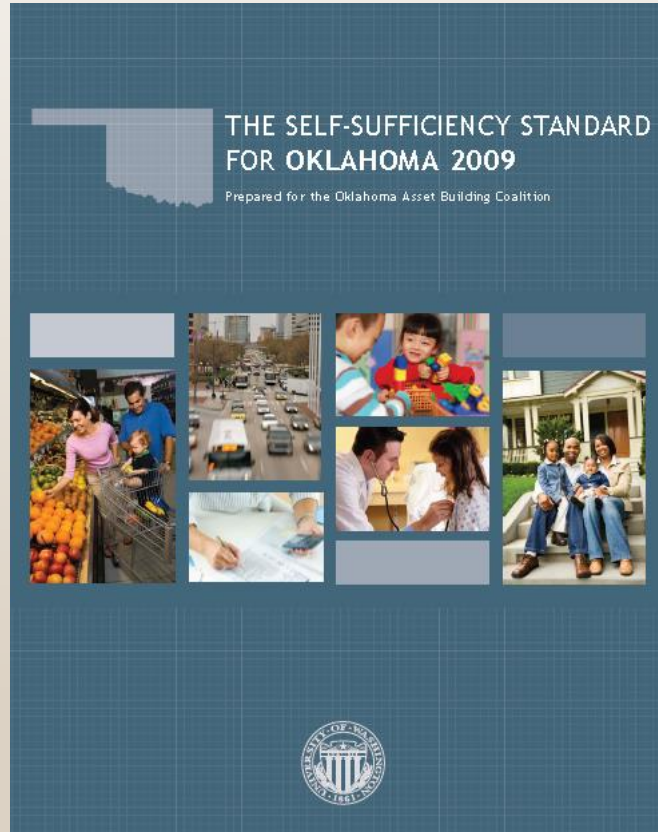
SELF-SUFFICIENCY



- *What does it mean to be self-sufficient?*



THE SELF-SUFFICIENCY STANDARD



- Oklahoma-specific report on self-sufficiency developed in partnership with
 - The Oklahoma Asset Building Coalition
 - The Oklahoma Association of Community Action Agencies
 - The Oklahoma Department of Commerce

<http://selfsufficiencystandard.org/oklahoma>

THE SELF-SUFFICIENCY STANDARD

AN ALTERNATIVE:

THE MIT LIVING WAGE CALCULATOR



- The amount of income families need to meet their basic necessities ***without public or private assistance***
- Based on the real costs of housing, food, child care, health care, transportation and taxes, plus misc. expenses
- Calculated for each county and 12 different family types
- Assumes:
 - All adults work full-time with corresponding work-related expenses (child care, separate car)
 - Employer provides employee and dependents' health insurance with average premiums and out-of-pocket expenses
 - No family members with special needs
 - No-frills budget (doesn't allow for meals out, entertainment, vacations)
 - No one-time purchases (e.g. furniture, appliances, car, presents)
 - No savings
 - Used car payments, gas, maintenance



CASE STUDY: TULSA

- You are working with a parent who has one infant and one preschool age child. You are helping that parent make a budget so the family can live self-sufficiently.
- The parent works full-time (176 hours per month) and has health insurance coverage through their employer (the parent pays the typical percentage employee share for the premium).
- **Tulsa:** What will it take for this family to be self-sufficient if they are **paying the regular market place rate** to cover the following basic expenses in Tulsa on a **monthly basis**?

CASE STUDY – TULSA

1 ADULT, 2 CHILDREN



Expenses	Month
Food	
Child Care	
Medical	
Housing	
Transportation	
Other	
Taxes	
Required income before taxes	
Hourly Wage	

Hourly wage = Required income before taxes / 176 hours

CASE STUDY – TULSA

1 ADULT, 2 CHILDREN



Expenses	Month	Year
Food	\$551	\$6,613
Child Care	\$953	\$11,440
Medical	\$565	\$6,784
Housing	\$741	\$8,892
Transportation	\$766	\$9,189
Other	\$395	\$4,736
Required income after taxes	\$3,971	\$47,655
Taxes	\$740	\$8,885
Required income before taxes	\$4,712	\$56,540
Living Wage		\$27.18
Poverty Wage		\$9.00
Minimum Wage		\$7.25



QUESTIONS TO CONSIDER

- Do the costs of living surprise you? If yes, which costs?
- How does the Living Wage compare with the poverty and minimum wages? With local opportunities?
- **How can you use the self-sufficiency standard in your work?**

ASSET BUILDING: FOUNDATION OF SELF-SUFFICIENCY



Building assets (and equity in those assets) lead to wealth and economic security. Income alone does not.

And, the kind of assets matter.

“People cannot spend their way out of poverty.”

ASSETS LEAD TO WEALTH AND ECONOMIC SECURITY



- What is an asset?
- What are examples of assets?
- Assets AND income—what is the relationship?
- How assets build wealth—what types of assets build wealth?

THERE ARE BENEFITS TO OWNING ASSETS



- Economic
 - ▣ Increased wealth; increased income
 - ▣ Financial cushion; economic stability
 - ▣ Leverage
 - ▣ Increased educational attainment
 - ▣ Legacy for children (intergenerational)

- Social
 - ▣ Expanded networks
 - ▣ Increased civic engagement
 - ▣ Increased opportunities for children (intergenerational)

- Psychological
 - ▣ Longer and future oriented planning horizon
 - ▣ Increased self esteem/self worth
 - ▣ Decreased stress

SELF-SUFFICIENCY



- *What does it take to be self-sufficient?*



RESOURCES

34

Self-Sufficiency Standards

- MIT Living Wage Calculator: <http://livingwage.mit.edu/states/40>
- Self-Sufficiency Standards Website: www.selfsufficiencystandard.org

Prosperity Now Scorecard

- National Scorecard Website: <https://scorecard.prosperitynow.org/>



BUILDING WORK ETHIC

August 8-14, 2018

WHAT ARE EMPLOYERS LOOKING FOR?



Attitude

Education

Job Experience

Critical Thinking

Work Ethic

Work History

WHAT ABOUT TOMORROW?



“80 percent of the jobs in 2030
haven’t been invented yet.”

Institute for the Future – 2017

WHAT ABOUT TOMORROW?



Top Ten Skills for the Future



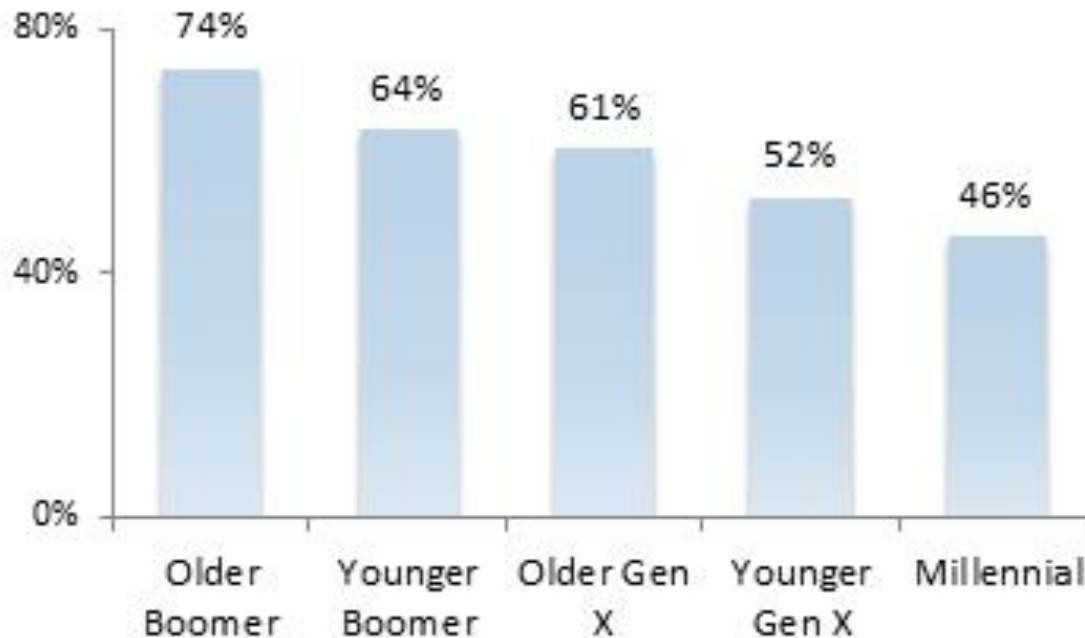
- Work ethic, including self-motivation and time management.
- Physical skills, e.g., maintaining one's health and good appearance.
- Verbal (oral) communication, including one-on-one and in a group
- Written communication, including editing and proofing one's work.
- Working directly with people, relationship building, and team work.
- Influencing people, including effective salesmanship and leadership.
- Gathering information through various media and keeping it organized.
- Using quantitative tools, e.g., statistics, graphs, or spreadsheets.
- Asking and answering the right questions, evaluating information, and applying knowledge.
- Solving problems, including identifying problems, developing possible solutions, and launching solutions.

The Futurist Update (Vol. 5, No. 2), an e-newsletter from the World Future Society, quotes Bill Coplin on the “ten things employers want [young people] to learn in college”



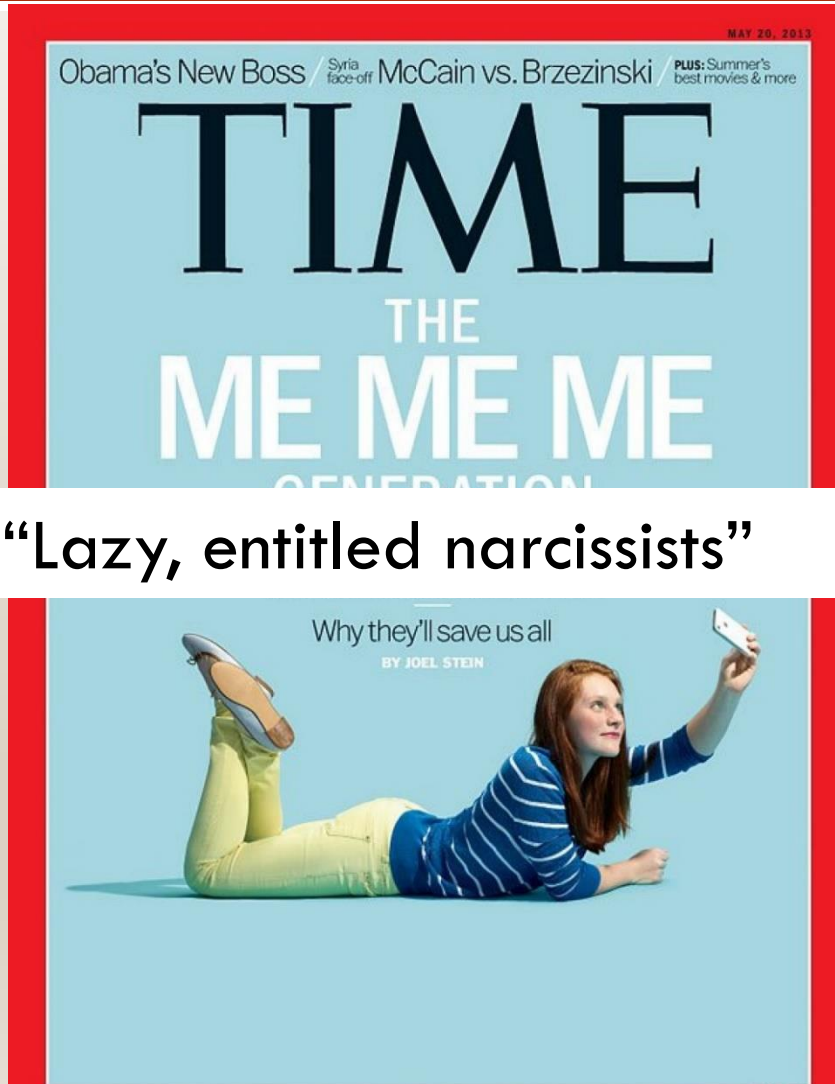
GENERATIONAL DECLINE

*"I believe in the work ethic.
Whatever is worth doing is worth doing perfectly."*
Percent of respondents who strongly agreed.



Source: National Benchmark: web survey of 1,250 nationally representative full-time employees across multiple industries; conducted June 16-24, 2011.

GENERATIONAL DECLINE



“Lazy, entitled narcissists”

GENERATIONAL DECLINE



“Privileged, narcissistic, entitled, spoiled and promiscuous.”

- Life Magazine, 1968

“There they are, those preening narcissists who have to document every banal moment with their cutting-edge communications technology.”

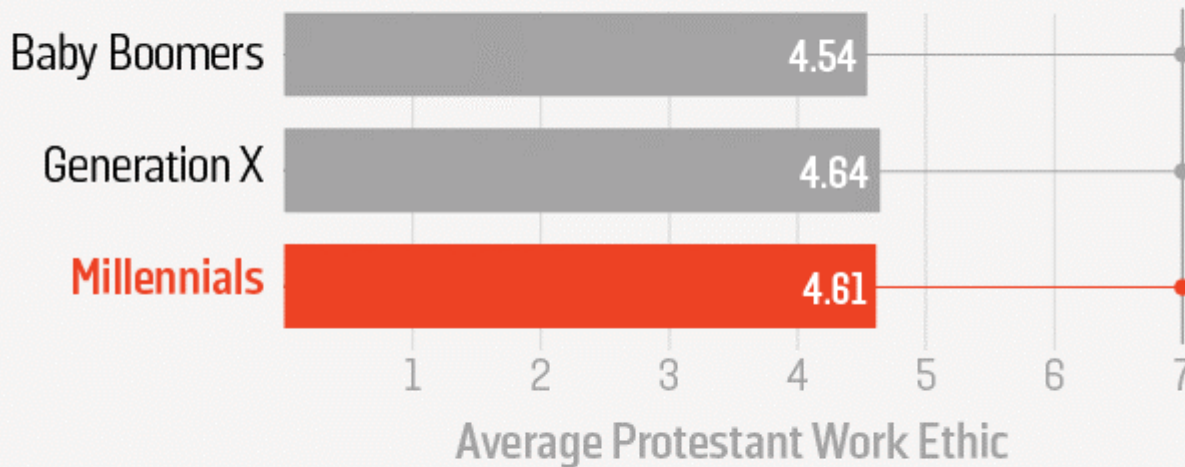
- Newsweek, 1985

GENERATIONAL DECLINE



Millennials Do Work

So much for the stereotypes



Journal of Business and Psychology, October 2016

THE FRUIT LOOP REALITY



CAN WORK ETHIC BE TRAINED?



YES!

CAN WORK ETHIC BE TRAINED?



WIFEM



THE SOLUTION



W.I.I.F.M.*

***What's In It For Me**

THE CENTER FOR WORK ETHIC DEVELOPMENT



The Center for Work Ethic Development is passionate about helping people reach their full potential. Through curriculum, certification, and consulting, we equip organizations around the world to better prepare their local workforce for employment and life-long success.

We believe in the power of work to promote self-sufficiency and build self-worth.

- Founded in 2009
- Based in Denver, Colorado
- Partner network of more than 650 in 47 states and 8 countries
- Improved the work readiness of more than 100,000 people





DEFINING WORK ETHIC

-  ATTITUDE
-  ATTENDANCE
-  APPEARANCE
-  AMBITION
-  ACCEPTANCE
-  APPRECIATION
-  ACCOUNTABILITY



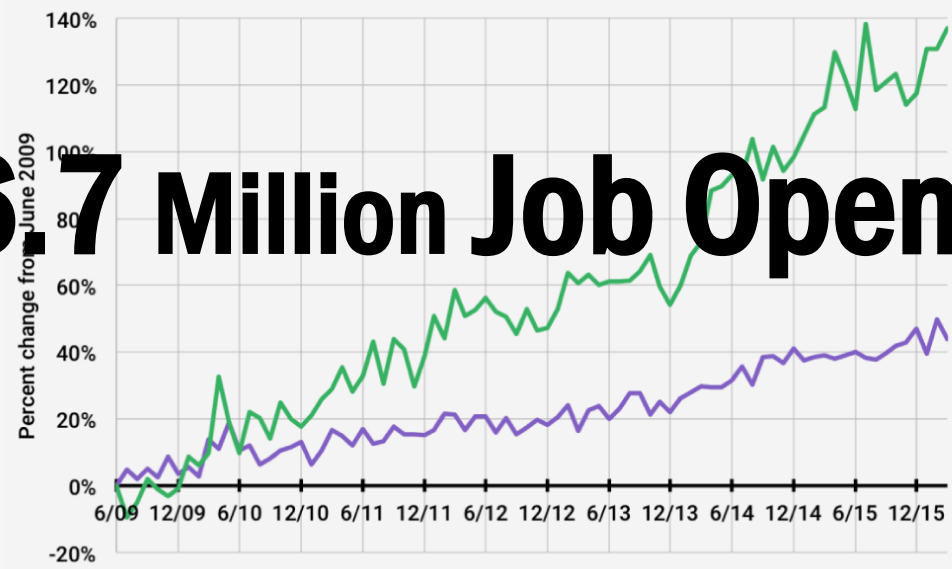


THE WORK ETHIC GAP

Markets  Chart of the Day

HIRES VS JOB OPENINGS

Hires Openings



6.7 Million Job Openings

SOURCE: Bureau of Labor Statistics via FRED

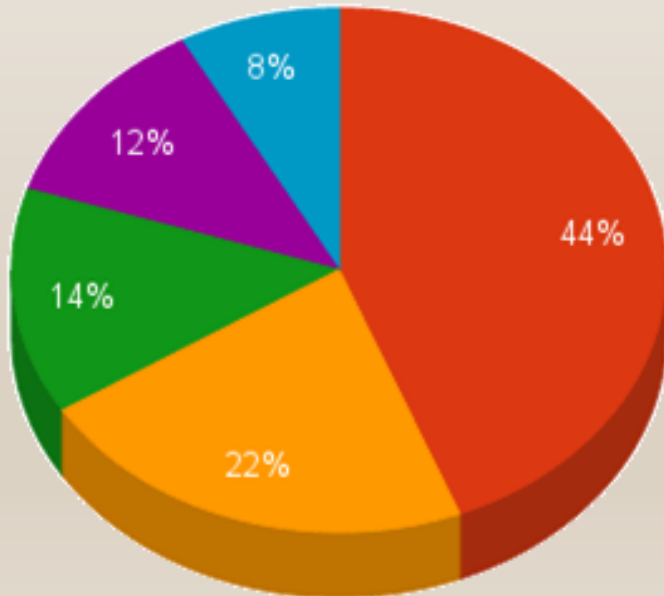
BUSINESS INSIDER

BUSINESS INSIDER

THE WORK ETHIC GAP



Which of the following do you feel BEST defines the “gap” in the U.S. workforce skills gap?



- Lack of soft skills (i.e., communication, critical thinking, creativity, collaboration)
- Lack of technical skills
- Lack of strong leadership skills
- Lack of computer based technology skills
- NA - I do not think there is a skills gap in the U.S. workforce

THE WORK ETHIC GAP



- “Three quarters of employers say that the incoming workforce is unprepared for the job market and lack an adequate work ethic.”

Bentley University – January, 2014



FAMILY

SCHOOL

WORKPLACE

MASS MEDIA

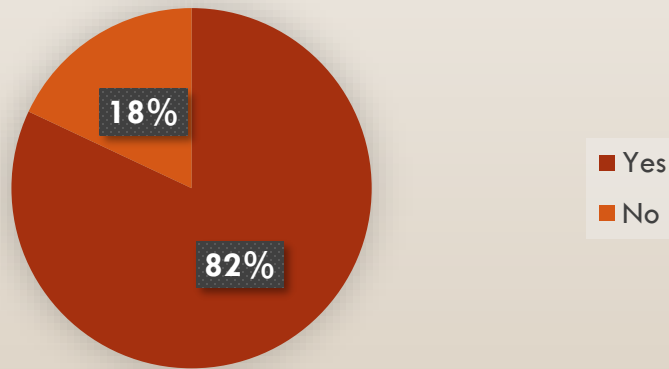
WHY IS THERE A WORK ETHIC GAP?



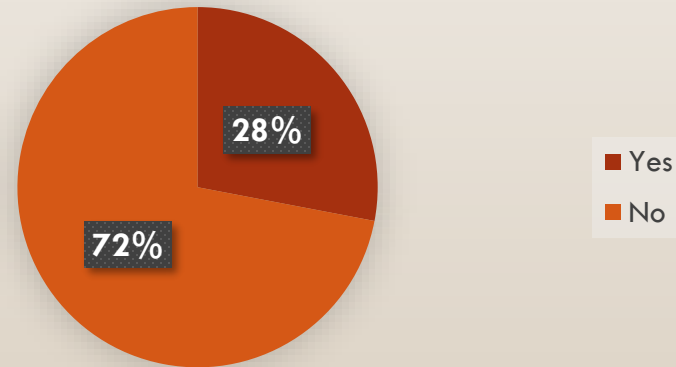


WHY IS THERE A WORK ETHIC GAP?

Did You Do Chores Growing Up?



Do You Give Your Children Chores?



Braun Research, 2014

“Doing chores was instrumental in predicting success in both relationships and their career.”
– University of Minnesota, September 2015

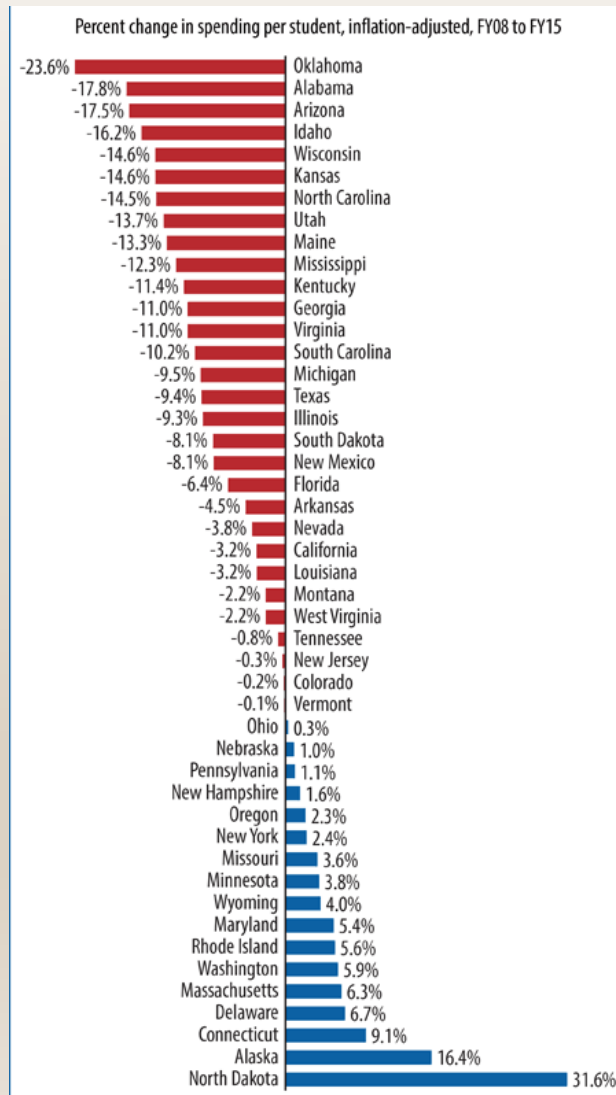


WHY IS THERE A WORK ETHIC GAP?





WHY IS THERE A WORK ETHIC GAP?

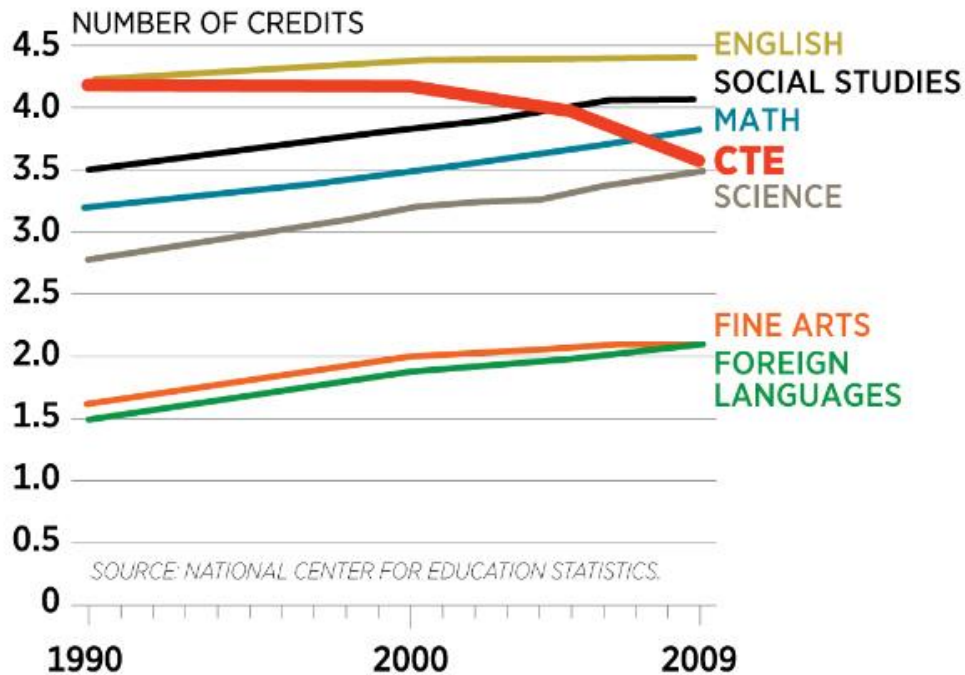




WHY IS THERE A WORK ETHIC GAP?

NOT WORKING

U.S. HIGH SCHOOLS HAVE TURNED AWAY FROM CAREER AND TECHNICAL EDUCATION.





WHY IS THERE A WORK ETHIC GAP?

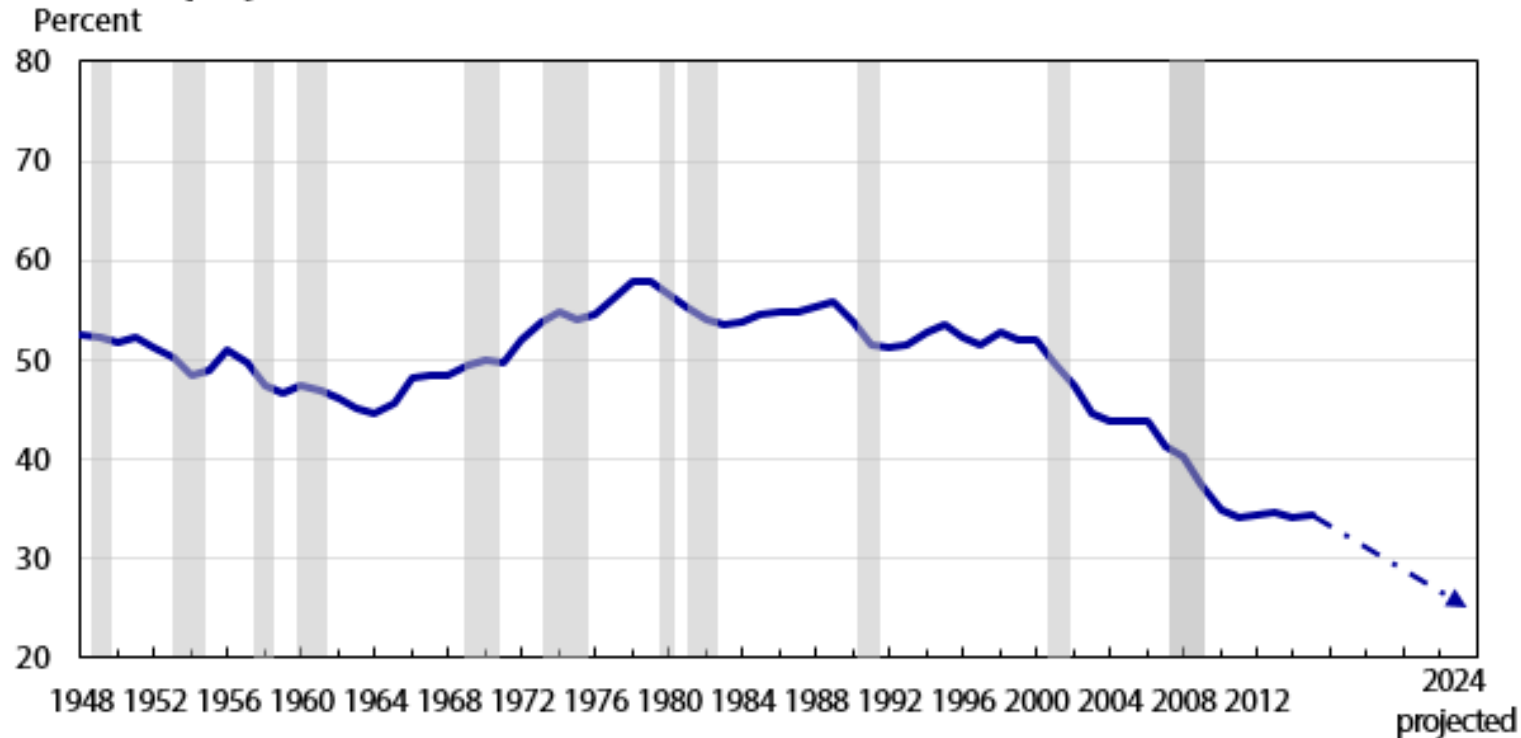


WORKPLACE



WHY IS THERE A WORK ETHIC GAP?

Figure 1. Labor force participation rates for teens ages 16–19, 1948–2015 and projected 2024



Note: Shaded areas represent recessions as determined by the National Bureau of Economic Research.

Sources: U.S. Bureau of Labor Statistics, Current Population Survey and Employment Projections Program.



WHY IS THERE A WORK ETHIC GAP?

Percentage of teens with summer jobs plummets

Labor force participation rate for 16-19 year olds in July

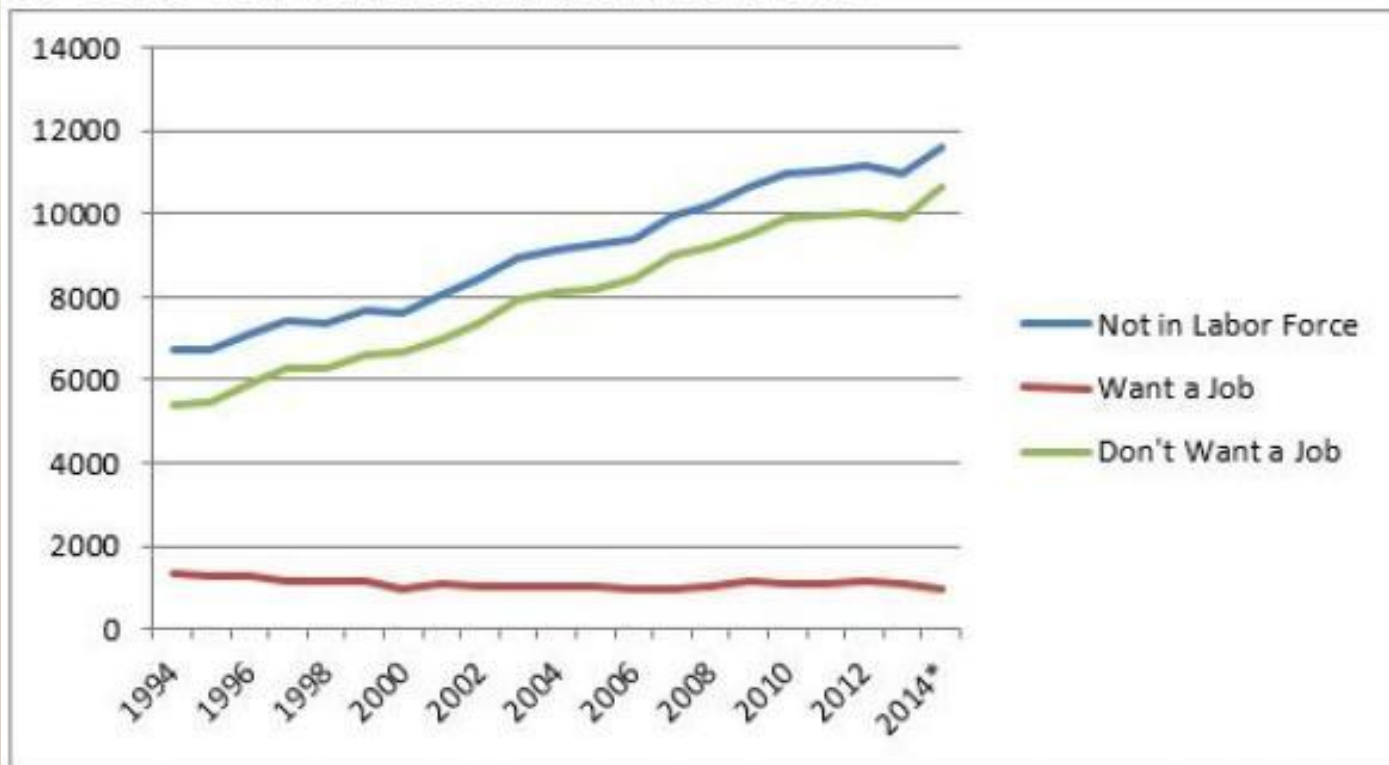


Source: Bureau of Labor Statistics data provided by Challenger, Gray & Christmas



WHY IS THERE A WORK ETHIC GAP?

16- to 19-Year-Olds Not in the Labor Force



Source: Challenger, Gray & Christmas, Inc., with unpublished non-seasonally adjusted data provided by the U.S. Bureau of Labor Statistics



WHY IS THERE A WORK ETHIC GAP?





WHY IS THERE A WORK ETHIC GAP?

**ALWAYS GIVE
100%
AT WORK**

12% MONDAY

23% TUESDAY

40% WEDNESDAY

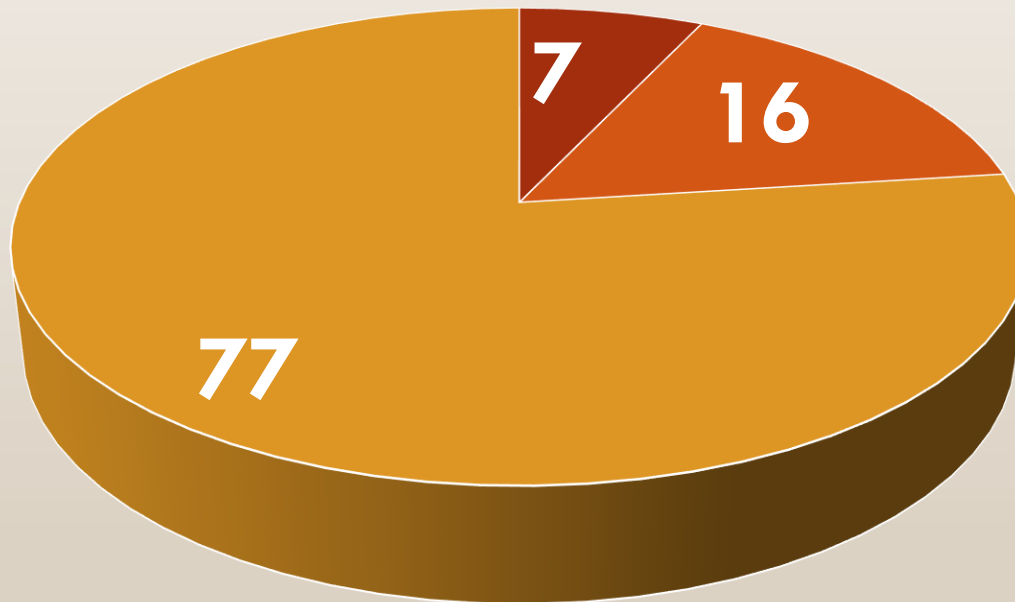
20% THURSDAY

5% FRIDAY

ROLE OF SOFT SKILLS IN HIRING



What is Most Important Skill Set
for Job Candidates



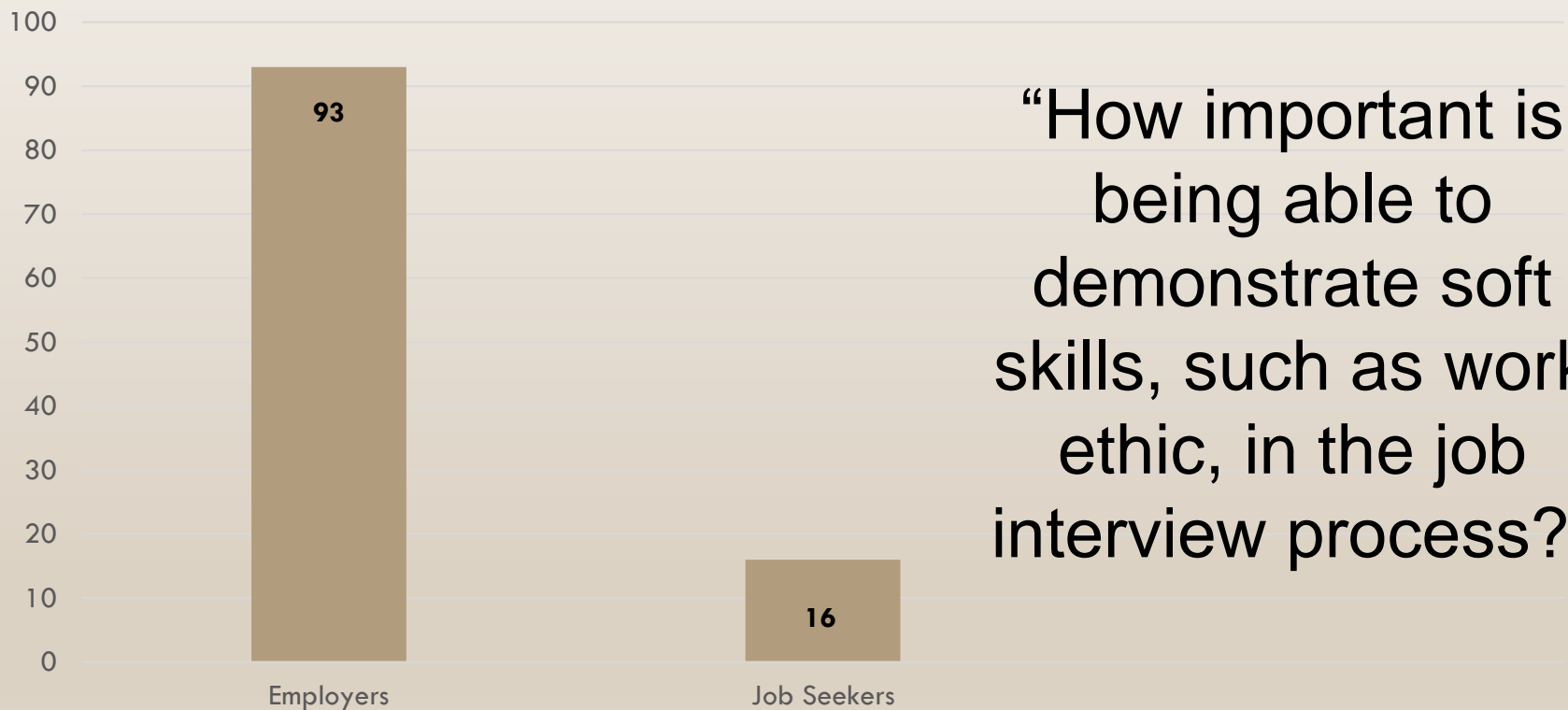
■ Hard Skills ■ Soft Skills ■ Both Equal

Career Builder Survey, April 10, 2014

IMPACT IN HIRING



Percentage Who Said “Very Important”

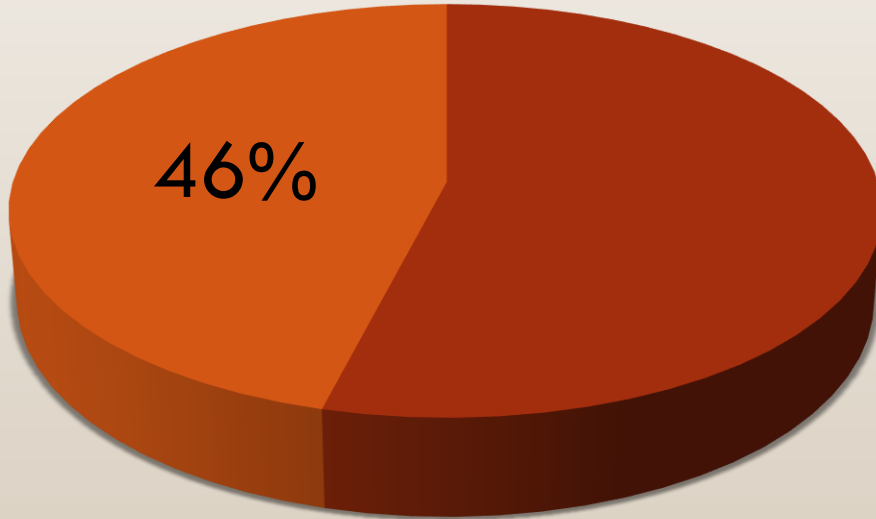


“How important is being able to demonstrate soft skills, such as work ethic, in the job interview process?”



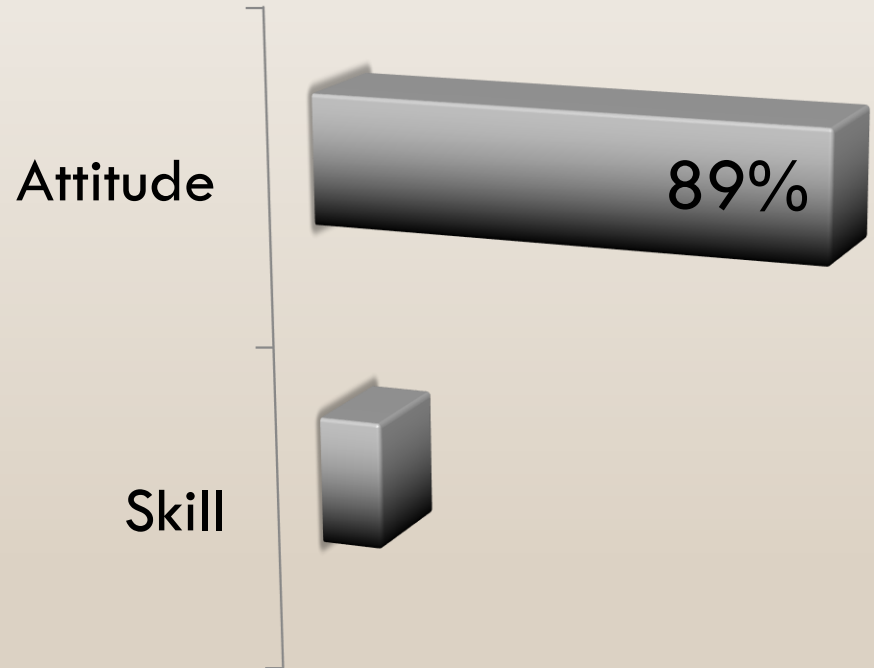
IMPACT ACROSS INDUSTRY

18 Months After Hire



■ Retained ■ Discharged

Reason for Discharge

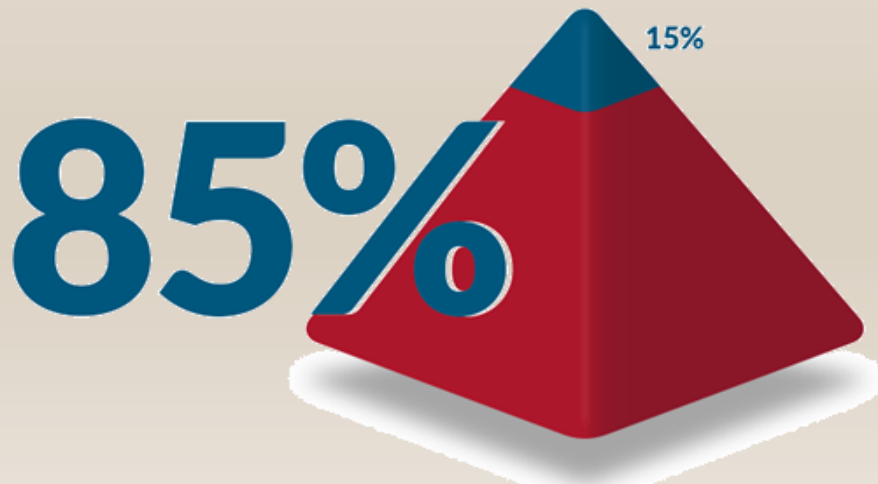




LINK TO EMPLOYMENT SUCCESS

85% of job success comes from having
well-developed **soft skills and people skills**

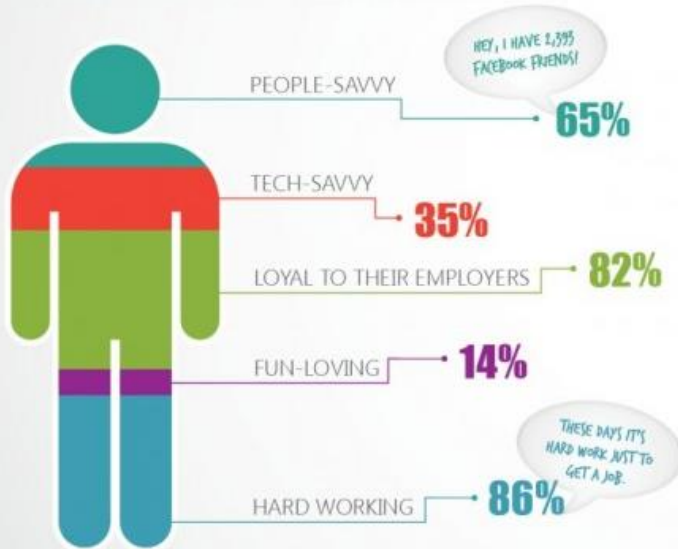
15% comes from technical and knowledge skills



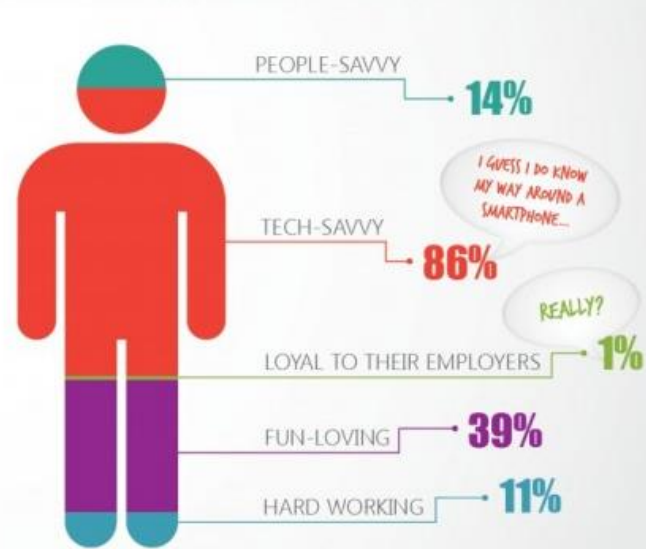


CREATE AWARENESS

HOW MILLENNIALS DESCRIBE THEMSELVES



HOW HR PROFESSIONALS DESCRIBE MILLENNIALS





CREATE AWARENESS



Top 25%



Middle 50%



Bottom 25%



APPLY CONTEXT



Selfies vs. Other Accidental Deaths

of deaths worldwide (2015 estimates)

Cause	Deaths/yr
Vending machines	2
Shark attacks	8
American football	12
Mount Everest	17
Skateboarding	28
Selfies	28
Bee/wasp stings	58
Airplane crashes	513

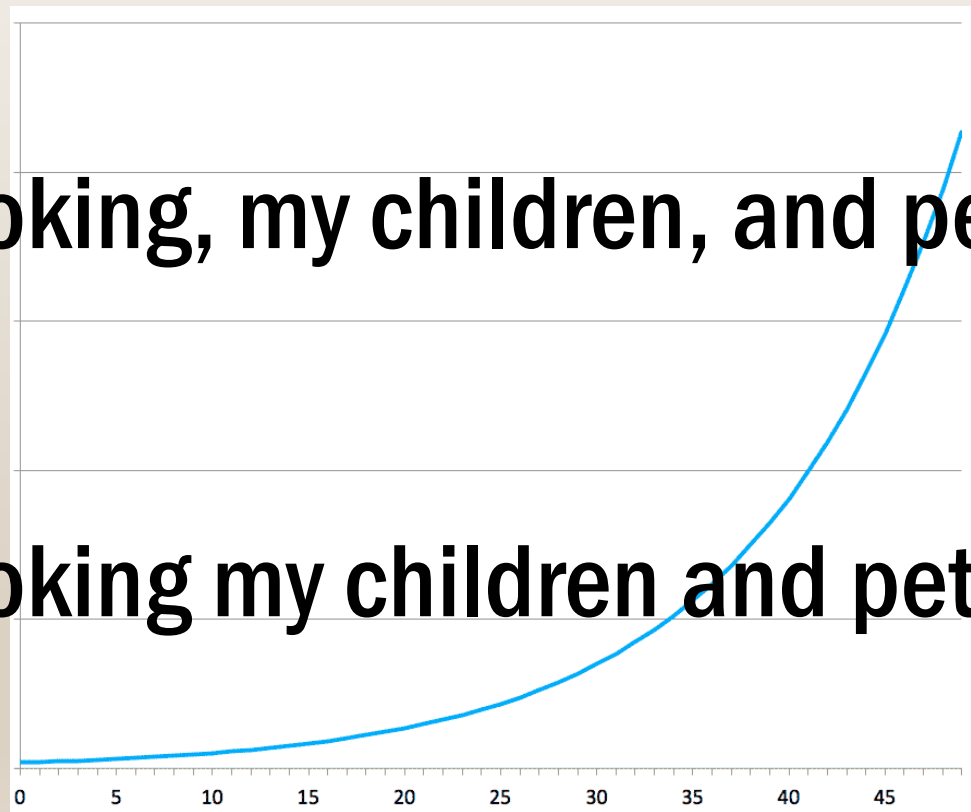




USE THE 1 PERCENT APPROACH

I love cooking, my children, and pets.

I love cooking my children and pets.





BE EXPLICIT!

- Observable
- Measurable
- Coachable



ADDITIONAL RESOURCES

- Skill Definitions
- Work Ethic Tips
- Research

WWW.WORKETHIC.ORG



FINANCIAL EDUCATION TOOLS

August 8-14, 2018



Spending

- ❑ Money you use to pay for a wide range of basic needs, your financial obligations, and other things you may want

Needs, wants, obligations

- ❑ Needs are things you must have to live.
- ❑ Wants are things you can survive without.
- ❑ Obligations are things you must pay because you owe someone money (car payment) or have been ordered to pay (child support).



GETTING THROUGH THE MONTH

- Rafael is a single parent with two children.
- He is often late with his rent and other bills, because he does not have the money when he needs it.
- After tracking his spending, he developed a cash flow budget with an educator at a parenting class he takes through Cooperative Extension in his community.
- Using the cash flow, make some recommendations to Rafael so he can make ends meet.

MANAGING CASH FLOW SCENARIO

	Week 1	Week 2	Week 3	Week 4
Beginning Balance for the Week	\$257.00	-\$361.00	\$65.52	-\$463.22
Sources of Cash & Other Financial Resources				
<i>Income from Job</i>		\$990.00		\$990.00
<i>Income from Part-Time Job</i>	\$220.00	\$220.00	\$220.00	\$220.00
SNAP	\$412.00			
Total Sources of Cash & Other Financial Resources	\$889.00	\$849.00	\$285.52	\$746.78
Uses of Cash & Other Financial Resources				
<i>Debt Payments</i>				
Credit Card Payments			\$90.00	
Personal loan payments				\$100.00
Student Loan		\$235.00		
<i>Savings</i>	\$0.00	\$0.00	\$0.00	\$0.00
<i>Housing (Rent including utilities)</i>	\$845.00			
<i>Utilities</i>				
Television		\$63.48		
Internet Service			\$22.74	
Phone and Cell Phone Service			\$86.00	
<i>Household Supplies & Expenses</i>		\$25.00		
<i>Groceries</i>	\$200.00	\$80.00	\$100.00	\$80.00
<i>Eating Out (Meals and Beverage)</i>	\$25.00	\$25.00	\$25.00	\$25.00
<i>Transportation</i>				
Car Payment			\$245.00	
Fuel	\$60.00	\$60.00	\$60.00	\$60.00
Auto Insurance		\$175.00		
<i>Childcare</i>	\$70.00	\$70.00	\$70.00	\$70.00
<i>Misc.</i>	\$50.00	\$50.00	\$50.00	\$50.00
Total Uses of Cash & Other Financial Resources	\$1,250.00	\$783.48	\$748.74	\$385.00
Ending Balance for the Week (Sources - Uses)	-\$361.00	\$65.52	-\$463.22	\$361.78

CASH FLOW ANALYSIS QUESTIONS



1. When does Rafael run out of money?
2. What can he do (or try to do) to better match the timing of his income and his expenses?
Develop a prioritized list.
3. How does the SNAP benefit factor into the cash flow?
4. The next month is not included in the example. What will Rafael's situation be at the beginning of next month? How much cash will he have? What bills will he have? What should he do now to prepare for the following month?

GETTING THROUGH THE MONTH



Focus area	Your expense
<p>Protect your income.</p> <p>If you need a car to get to and from work, stay current on your car payment and insurance.</p> <p>Maintain other expenses needed to keep your job, such as paying for the tools you need or required licenses.</p>	
<p>Protect your shelter.</p> <p>Whether you rent or have a mortgage, the costs of losing your home are big. Remember to include the taxes, condo fees, and mobile home lot payments you need to stay housed.</p> <p>If possible, maintain your utilities. They are difficult to live without, and reconnection is expensive.</p>	
<p>Pay your obligations.</p> <p>Examples include: child support, income taxes, student loans, etc.</p>	
<p>Protect your assets and health.</p> <p>Don't let essential insurance coverage lapse; this includes auto, renter's homeowner's, and health insurance premiums. Include the cost of your co-pays and needed prescriptions.</p> <p>Not having insurance may mean you cannot drive your car, and it puts your assets, including your health/your family's health, at risk.</p>	

THREE TOOLS



- The Crisis:
 - ▣ Plan. Prepare. Prevail.

- Surviving:
 - ▣ Behind on Bills

- Thriving:
 - ▣ Putting Your Paycheck to Work



- What are three ways you could use these tools in your work?



- AARP
- Community Action Agencies
- Federal Reserve Bank of Kansas City, OKC Branch
- Internal Revenue Service
- Junior Achievement (OKC, Tulsa)
- Oklahoma Bankers Association
- Oklahoma Cooperative Extension
- Oklahoma Council on Economic Education
- Oklahoma Department of Career and Technology Education
- Oklahoma Guaranteed Student Loan Program (OSRHE, OKMM)
- Oklahoma Homebuyer Education Association
- Oklahoma Society of CPAs
- Oklahoma State Department of Education

www.oklahomajumpstart.org – Annual Conference: Nov.7, OKC

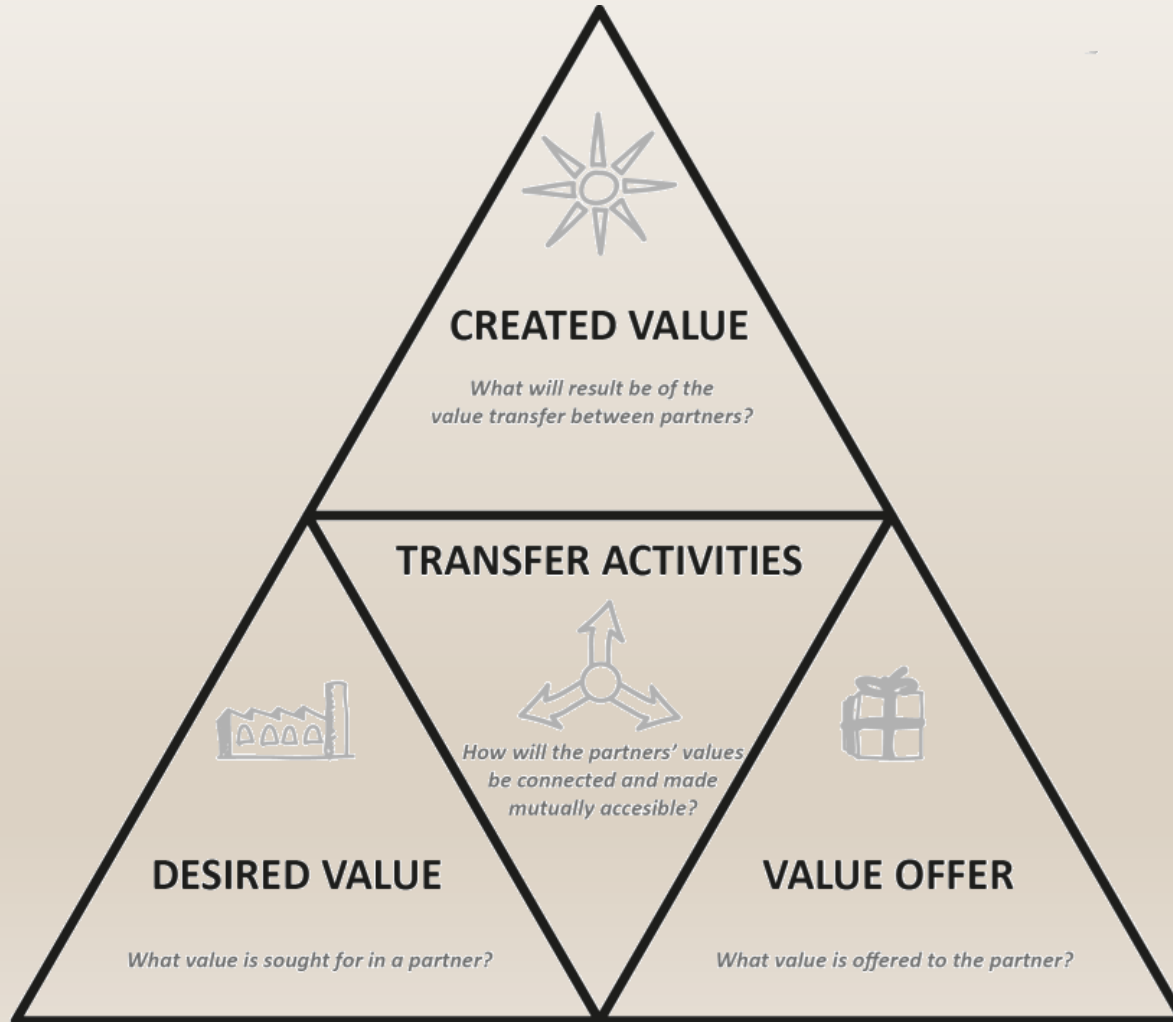


PARTNERSHIP PANEL

August 8-14, 2018



PARTNERSHIP MODEL





NEXT STEPS

August 8-14, 2018

START – STOP - CONTINUE



- **What are two things that you want to START doing?**
- **What are two things that you want to STOP doing?**
- **What are two things that you want to CONTINUE doing?**
- **WHO are you going to be ACCOUNTABLE to?**



OKLAHOMA ESSENTIALS SKILLS TRAINING

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