

Church Employment Program Overview

We are our *brother's keeper*. Whether employed or not, we are all part of the Church's Employment program. Those employed can assist others with networking opportunities, experience and encouragement. The current economy is a challenge to the un-employed in obtaining suitable work and to those who are employed to keep and advance in their position.

The primary responsibility for employment lies with the *individual*, but they are not alone. Covenant responsibility has been given to all members to be aware of and to assist each other in these challenging times.

Awareness is focused on the *Priesthood* and *Relief Society* providing coordination, personal counseling, encouragement, and support.

Members participate directly by supplying networking leads and acting as Job Coaches.

Financial awareness and response lies with the unit Bishop or Branch President only.

Technical assistance and *expertise* lies with the unit Employment Specialist, with backup from the Stake Employment Specialist.

Professional grade *classes* and *services* are available from the Regional Employment Center.

To coordinate and integrate all these individuals and their efforts the Church provides the ldsjobs.org website. It is the nerve center, providing information, services and communication of coordinated assignments and status. For more detail on the functioning of the employment program select the appropriate link below:

The local unit addresses employment issues through the Ward Council, where responsibilities are assigned and actions coordinated..

- The Work of the Ward Council is defined in Handbook 2 [Section 4.5](#).
- Welfare Principles are defined in Handbook 2 [Section 6.1](#)
- Leadership in the Church Unit is defined in Handbook 2 [Section 6.2](#)
- Priesthood Quorums and Relief Society duties are found in 'Providing in the Lords Way' [Page 15](#)
- An introduction to the Employment component of the Welfare Program has been given in General Conference by Bishop Richard C. Edgley. A video presentation of his message is available [here](#).

The diagram that follows lays out the principal participants in the Employment Process, the activities engaged in and their probable sequence. To access all the important links found in this diagram below, click [here](#) and Google Chrome, Firefox and Internet Explorer run perfectly in a seamless manner.

Ward Employment Process

<u>Job Seeker</u>	Begin	HB 2 6.1.1					End	
	Contact Quorum Leader or Auxiliary President HB 7.5	Enter and complete profile to 90% on ldsjobs.org	Develop and implement a self reliance and job search plan	Learn and master job search skills, to include networking, interviewing and resumes	Find and apply for job openings	Report progress to Job Coach	Interview for and accept job!	
<u>Job Coach</u>	HB 2 6.2.4 HB 2 6.1.2 Bishop's Guide to Employment Provident Living			Receive training from Ward Employment Specialist	Review weekly goals with the job seeker	Hold Job Seeker accountable for goals	Report progress to Quorum Committee	
<u>Employment Specialist</u>	HB 2 6.2.5	Support quorum and auxiliary plan for support of Job Seeker	Help Job Seeker build profile to 90% on ldsjobs.org	Provide Technical Skillstraining to the Job Seeker (Resumes and Interviewing)	Teach Job Seeker to find & apply for job openings	Help find job openings for the Job Seeker	Report to and take direction from quorum & auxiliary leaders	
<u>Bishop</u>	HB 2 6.2.1 HB 2 6.2.2		Manage Access to ldsjobs.org	Oversee the Ward Employment Program	Delegate / Evaluate Priesthood & R.S assistance given to Job seeker	Make assignments to Ward Council members and employment specialist	Ensure Job Seeker is registered on ldsjobs.org	As required, authorize Job Seeker to visit Regional Employment Center for additional support of the "ward plan"
<u>Quorum Leader or Auxiliary President</u>	HB 2 7.3.2	HB 2 6.2.4	HB 2 7.5	HB 2 7.1.2			HB 2 7.5	
	Meet privately at Job Seeker's home	Ascertain job education, qualification, aspiration	Discuss needs in Leadership Council Meetings	Convene Quorum or Auxiliary Committee	Assign a Job Coach	Help job seeker create a job search plan	Help find job openings for Job seeker	
<u>Quorum or Auxiliary Committee</u>	HB 2 7.3.2				Recommend Job Coach	Help find applicable job openings	Review Job Seeker & Coach progress	Send weekly job search email to quorum members
<u>Home-Visiting Teacher</u>	Report needs to Quorum Leader	Help find applicable job openings	Provide spiritual encouragement and Priesthood blessings as needed		HB 2 7.4.1			