

Order of Selection

Talking Points for Speaking with New Referrals

If the caller reports they are unemployed and wants assistance finding or preparing for a job.

I think the best thing to do is to set up an appointment with one of our employment specialists. We are currently in what is called Order of Selection and all our priority groups are closed. What this means to you is that we do not currently have the funding to write a plan for employment and pay for the services identified in the plan. That is why it is really important that you come in and meet with an employment specialist. You are basically reserving your spot to receive employment services down the road. Shall I set up an appointment for you on <<Monday>> at XX:00 AM?

Also, as part of the process we will identify community resources that may be able to meet your needs. You will leave the appointment with a list of community resources and you will be referred to other agencies and partners in the workforce system like an independent living center, the American Job Center, or other community resources.

If the caller reports they are currently employed and needs help keeping their job.

I think the best thing to do is to set up an appointment with one of our employment specialists to talk about your specific needs. We are currently in what is called Order of Selection and all our priority groups are closed. What this means to you is that we do not currently have the funding to write a plan for employment and pay for the services identified in the plan. However, in your case, you may require a service that would help you keep your job. We are able to do that to help meet your immediate needs. Shall I set up an appointment for you on <<Monday>> at XX:00 AM?

If the caller reports immediate needs related to disability.

The Hotline for Disabilities is a great resource that you can contact today. They will work with you to connect you with agencies and services to meet some of your immediate needs. You can call directly. The Hotline contact information is: 800.742.7594 or 402.471.0801, email at shari.bahensky@nebraska.gov. You can also go to their website at www.cap.nebraska.gov to view the directory of resources.

Other resources:

For Orientation Video and OOS FAQ Fact Sheet: http://vr.nebraska.gov/job_seekers/