



Individual Development Plan - Youth Brighter Futures

Youth Name _____ DOB _____

Phone _____ Email _____

School _____ Career Planner Name _____

Framework

- Directly linked to one or more indicators of performance
- Based on the objective assessment
- Identifies a career pathway that includes education and employment goals

Brief Assessment Overview

Identify personal, educational, occupational, financial, medical, childcare, transportation, housing, food/nutrition

Challenges (Barriers)	Service/Resource/Partner Agency Referral

Goals

Identify personal, educational, and occupational short- and long-term goals

Goal Type	Short-Term Goal	Long-Term Goal
Educational Goal		
Occupational/ Employment Goal		
Personal/Social Goal		

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TSEEM CEEB! Daim ntawv no muaj ib cov lus tseem ceeb qhia paub txog koj cov cai, cov luag hauv lwm thiab/los yog cov kev pab. Nws yog ib qho tseem ceeb uas koj yuav tau to taub cov lus nyob hauv daim ntawv no, thiab peb yuav muab tau cov lus no txhais ua koj hom lus yam koj tsis tau them nyiaj dab tsi. Hu rau (414)-270-1726 yog xav tau kev pab kom muab cov lus nyob hauv daim ntawv no txhais rau koj kom koj to taub.

Program Elements Needed to Achieve Goal

Youth are required to have access to all fourteen WIOA Youth program elements. Please select elements based on needs identified on the participant's objective assessment.

Improving Educational Achievement	Date Opened	Projected End Date	Actual End Date	Successful Completion
<input type="checkbox"/> Tutoring: study skills training, and instruction leading to secondary school completion, including dropout prevention dropout recovery services				<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
<i>Action Steps/Referrals:</i>				
<i>Comments:</i>				
<input type="checkbox"/> Alternative secondary school offerings				<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
<i>Action Steps/Referrals:</i>				
<i>Comments:</i>				
<input type="checkbox"/> Postsecondary preparation and transition activities				<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
<i>Action Steps/Referrals:</i>				
<i>Comments:</i>				
Preparing for and Succeeding in Employment	Date Opened	Projected End Date	Actual End Date	Successful Completion
<input type="checkbox"/> Paid & unpaid work experience (summer employment, pre-apprenticeship programs, internships, job shadowing, OJT) with Academic & occupational education				<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
<i>Action Steps/Referrals:</i>				
<i>Comments:</i>				
<input type="checkbox"/> Career Awareness, Career Exploration and Career Counseling, Labor market & employment information including career awareness,				<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:

career counseling, and career exploration services				
Action Steps/Referrals:				
Comments:				
<input type="checkbox"/> Education offered concurrently with workforce preparation and training for a specific occupation				<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
Action Steps/Referrals:				
Comments:				
Preparing for and Succeeding in Employment	Date Opened	Projected End Date	Actual End Date	Successful Completion
<input type="checkbox"/> Occupational skills training				<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
Action Steps/Referrals:				
Comments:				
<input type="checkbox"/> Entrepreneurial skills training				<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
Action Steps/Referrals:				
Comments:				
Supporting Youth	Date Opened	Projected End Date	Actual End Date	Successful Completion
<input type="checkbox"/> Supportive services				<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
Action Steps/Referrals:				
Comments:				
<input type="checkbox"/> Adult mentoring				<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
Action Steps/Referrals:				
Comments:				

<input type="checkbox"/> Comprehensive guidance & counseling (may include drug & alcohol abuse counseling & referral)				<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
Action Steps/Referrals:				
Comments:				
<input type="checkbox"/> Follow-up				<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
Action Steps/Referrals:				
Comments:				
Developing the Potential of Young People as Citizens & Leaders	Date Opened	Projected End Date	Actual End Date	Successful Completion
<input type="checkbox"/> Leadership development opportunities/ Opportunities to develop social behaviors, other soft skills, and leadership opportunities				<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
Action Steps/Referrals:				
Comments:				
<input type="checkbox"/> Financial literacy				<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
Action Steps/Referrals:				
Comments:				
Potential Barriers to Goal Achievement				

Youth and Career Planner Agreements
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For Youth - I agree to:

- Contact my Career Planner monthly or as often as necessary to update my progress on this plan. I understand that my case can be closed if I go 90 days without participating in a service.
- Let my Career Planner know of any problems which would cause changes to any activities or

- interfere with completing the plan.
- Seek, accept, and maintain employment that meets my planned goal(s) as stated above.
- Contact my Career Planner when I become employed and provide all necessary information pertaining to the job.
- Stay in contact with my Career Planner for up to a year after exiting the program to maintain and support meeting my goals.

For the Career Planner – I agree to:

- Assist with the appropriate career guidance, training, and supportive services.
- Coordinate with other agencies and programs to help you obtain needed services.
- Monitor your participation and progress in the activities above.
- Assist you in your search for employment.
- Maintain contact with you for up to one year after you obtain employment for employment retention and career advancement purposes.

Youth Signature

Date

Career Planner Signature

Date

Youth Individual Development Plan Updates (must update at least every 90 days)			
Date	Case Note Update Include any progress, such as but not limited to measurable skill gains, other goal completions	Youth Initials	Career Planner Initials