

SNAP E&T Employability Assessment



What is a SNAP E&T Employability Assessment?

The SNAP E&T program requires that all SNAP E&T participants receive case management support, including an assessment before being placed into relevant SNAP E&T component(s). The includes **an evaluation of employability, employment goals, and skills to help guide how you support participants.** The goal is to match individuals with the component(s) that best meet needs, not to check E&T eligibility. For more information, consult the [SNAP E&T Toolkit](#) on REDF workshop.

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This guide provides an overview of CEO's "Job Readiness Assessment", a program step that also serves as CEO's SNAP E&T Employability Assessment.

Sound familiar? Your organization may already have a **similar procedure in place as part of your case management!** If that's the case, you likely won't need to create something brand new for SNAP E&T. However, you will want to review your process with your agency to discuss how your assessment and other activities align with the SNAP E&T case management requirements.

CEO's E&T Employability Assessment

CEO's Job Readiness Assessment aims to gauge participants' demonstrated preparedness for full-time, unsubsidized employment. Staff complete this assessment with participants at the start of the program, and as well as throughout the program experience. The assessment focuses on several employability factors, and participants & staff work together to discuss questions across these factors.

At the end of the assessment, CEO staff review the participant based on these considerations, and decide whether the participant is ready for full-time employment. This outcome guides next steps for the participant as they move through CEO's program. **Check out the next page for more details and example questions!**

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CEO's Assessment Structure & Questions

Participants & staff work together through this assessment, discussing the participants needs across several employability factors:

External Barriers - Identify barriers impacting the participant

How have you demonstrated that you're prepared for work, based on the external barriers in your life that might get in the way of success at work?

Career & Job Matching - Identify target sectors/job functions of interest

How well do your job interests match your previous work experience and the current job market?

Professionalism & Interview Skills - Review progress to professional goals

How have you demonstrated that you're prepared for work, based on how you present yourself professionally? What about based on how you perform in an interview setting?

Performance & Attendance at CEO - Review engagement & progress at CEO

How much have you demonstrated to CEO that you're prepared for work, based on how you've been performing on CEO work sites?

How much have you demonstrated to CEO that you're prepared for work, based on your attendance on CEO work sites and in the CEO office?

Next Steps Based on Assessment

Staff decide, based on the assessment, whether the participant is Job Start Ready. This guides CEO's services and triggers a status update in CEO's CRM software.

Assessment Outcome

... Guides Next Steps & Services

Not Job Start Ready → Stay in **job coaching** to address employment readiness, until a reassessment is performed

Job Start Ready → Move onto **job development** portion of the program, focused on job search & placement

