



Indiana Parenting Institute

Great Parenting Happens Here!

Northwest Indiana | St. Joseph County | Indianapolis



Finding a job is a challenge. The 2015 American Fact Finder reports that 16.7% of East Chicago's workforce is **unemployed**. Keeping a job, though, is often the even *bigger* challenge, especially for those with difficult family situations like:

- ✓ finding reliable and affordable childcare
- ✓ a family member's (or their own) health issues
- ✓ skill and/or education deficiencies
- ✓ single-parenting
- ✓ a lack of structured family backup support systems.

In fact, **all parents, whether coupled or single, find that any given day will hand them difficult choices to make when it comes to managing life's responsibilities.**

We developed FM101 to address those issues working parents may be having in balancing their work, school, and home responsibilities. Providing you with the personal and family management skills proven to promote job retention, FM101 builds your on-the-job confidence while helping reduce those barriers that often interfere with workplace success.

In addition, you get access to IPI Support Services for assistance with any of your personal or family needs, and to the Debrief, where an IPI LifeCoach goes over your on-the-job performance, job seeking (successes/frustrations), barriers encountered, supports assessments, etc. with you.

Partially funded by the **City of East Chicago**, and in partnership with WorkOne and Ivy Tech, FM101 is for East Chicago residents who are the parents of children between the ages of 0-18, and have had particular challenges in the past with retaining employment or completing their education due to any of the reasons listed above, or have not been successfully employable.

FM101 is offered twice per week (2:00pm-3:00pm, Mondays and Fridays) for four weeks (from April 15 to May 10, 2019) at **Ivy Tech, 401 E. Columbus Dr., Room 203F in East Chicago**, and covers the following topics that provide the following outcomes:

ParentChat® #1: **Work-Life Balance**

- ✓ Determine what work-life balance looks like for YOU
- ✓ The importance of communication, time management, and family life skills in building the

confidence needed to achieve work-life balance

- ✓ Identify work-life issues that could hurt job retention, and some possible solutions.

ParentChat[®] #2: **Goal Setting and Getting Things Done**

- ✓ The importance of goal-setting to achieve desired outcomes (*"It's the lens you're looking through..."*)
- ✓ Identify 3 personal goals, and how to engage your family in achieving them
- ✓ Self-motivating to stay focused and on-track.

ParentChat[®] #3: **Needed Soft Skills**

- ✓ Confidence-building through self-awareness, personal management, and life learning
- ✓ Workplace etiquette (i.e., what determines ethical and unethical conduct)
- ✓ Customer Service/Relationship building & management (includes managing stress, conflict, and anger)
- ✓ Asking for help.

ParentChat[®] #4: **Time Management**

- ✓ Identify personal behaviors/situations causing poor time management and leading to work-life failures/ breakdowns
- ✓ Identify and apply techniques (like prioritizing) to eliminate time wasters.

ParentChat[®] #5: **Communication Strategies**

- ✓ Reduce misunderstandings, and thus potential errors, by listening with the intent to understand
- ✓ Understand the relationship between misunderstanding and conflict
- ✓ How to ask questions, and give feedback
- ✓ Negotiating (*"Problem-solving is a communication issue."*)

ParentChat[®] #6: **Family Life Skills**

- ✓ Stages of Human Development
- ✓ Patience/Endurance
- ✓ Create a reliable network of community resources to support family well-being
- ✓ Why a Family Emergency Backup Plan is necessary

ParentChat[®] #7: **Managing Personal Finances**

- ✓ Understand the role of money, and the concept of money management, in America
- ✓ Your personal finance options
- ✓ Needs vs. Wants, and other techniques for reducing barriers to gainful employment and economic self-sufficiency

ParentChat[®] #8: **Creative Problem Solving/Workplace Diversity**

- ✓ Understand and value diversity (i.e., why diversity is necessary)
- ✓ Understand Unity & Equity: co-existing & interacting with those different from you (in thought, appearance, & deed)
- ✓ Manage the silent impact of bias and stereotypes in workplace relationships
- ✓ Working collaboratively (as a member of the team) to solve job-related issues

This series of workshops then repeats this fall in September 2019. Each workshop is designed to stand alone, yet when combined, provides working parents with a basket full of skills and resources to choose from.

