



: It's YOURS to Use

Get Promoted

UET was the reason I was able to do it.

-Jim Bruner, ODOT District 4 geographical information systems (GIS) coordinator, on earning his master's degree to be eligible for a position

WHAT CAN YOU DO WITH UET?

- ... Improve Job Performance
- ... Enhance Your Job Skills
- ... Get Promoted
- ... Earn Your Degree
- ... Develop a Career Plan
- ... Learn New Computer Skills
- ... Retire With a Plan
- ... Enhance the Quality of Services You Provide to Ohioans

"All labor that uplifts humanity has dignity and importance and should be undertaken with painstaking excellence." -Dr. Martin Luther King Jr.

As public employees, our mission is to serve Ohio citizens. We do this with the excellence to which Dr. King refers. Yet, today's work world, both public and private, has changed a great deal in last 40+ years, and not all of it for the better.

The social contract between the employer and the employee is no more. No longer do employers take the responsibility to provide their employees with development opportunities and career paths. No longer do employers guarantee employees life-long employment. And no longer do employers provide employees with learning opportunities to enhance their ability to build a better future.

OCSEA developed the idea of a program of training and educational opportunities and negotiated with the State of Ohio to fill that gap. The result is the Union Education Trust, which develops programs that help state bargaining unit employees advance their careers, improve their quality of work life and work towards achieving employment security.

But employees aren't the only ones to reap the benefits of UET. When a bargaining unit employee participates in UET, he or she learns new skills and is more effective on the job. That means being a better employee and co-worker, which positively affects service given to the citizens of Ohio.

Another way of looking at it is that in the last five years, UET has impacted both state bargaining unit employees and the State of Ohio in many ways. More than half of the participants have returned to school to earn a degree: 63 percent have enrolled in college-credit courses at major universities and community colleges.

Others have enhanced their skills, which means they do their jobs more efficiently and effectively: 44 percent of participants enrolled in professional development opportunities, often to maintain professional credentials such as licenses and professional certification; 15 percent enrolled in vocational education and other non-college-credit training courses to enhance their skills or to develop new job skills; and 10 percent enrolled in computer application training to become more proficient in the various business software they use on the job.*

The State of Ohio works more efficiently and effectively due to UET investment in its state employees. (See back page for some examples.) UET is being put to good use -- make sure that you are using it too.

*Note: the percentages add up to more than 100 percent because some participate in more than one program.

HIGH TECH TRAINING

UET invests nearly \$1 million annually in direct educational assistance for information technology (IT) or computer information science (CIS) courses.

Ohio has made it a priority to stay high tech and state employees have made it a priority to improve their IT skills to be effective.

Enhance Your Skills

As a mature worker, I appreciated the work and could apply it a lot more. It helped me to see ODOT as a business.

-Heather Smith-Roberts, programmer specialist 2 for ODOT District 5, distance learner who earned her master's degree in business administration

AN INVESTMENT IN OHIO

Continuing education benefits for state bargaining unit employees in Ohio have a long history of partnership, including financial contributions by the employees. Today, the state contribution includes the employees' deferred compensation as was negotiated in the collective bargaining agreement. This shows the commitment of the union and the employees to participate in and contribute to the funding of their own training.

UET is an innovative program unlike any others in terms of formula for funding it. It truly is an investment by both the bargaining unit employees and the State of Ohio.

And it's an amazing return on the investment! The state's investment amounts to an annual contribution of \$124 per employee. Many other similar educational benefits cost their organizations more than \$1,000 per employee per year.* For that nominal amount, the State of Ohio is ensuring it has a trained, effective and satisfied workforce.

The program is a partnership with the state, but it is run and administered by the union's Trust. During its five years of operation, UET has invested about \$30 million in direct expenditure on state bargaining unit employees' pursuit of continuing education such as:

1. Basic skills development;
2. Technical and computer skills training;
3. College credit programs;
4. Workshops, conferences and seminars; and
5. Vocational and specialty programs.

The Trust also supports a career counseling program, and training and education for labor/management programs. In addition, the Trust prepares employees to make a smooth transition into a more leisurely lifestyle with its Pre-Retirement Training program.

While we're talking numbers, consider how UET has saved the state government money: from the cost efficiency of training current staff to become licensed practical nurses (LPNs) at the Ohio Veterans Home, to employees at various agencies learning new computer skills. When current employees can be trained to do their jobs more efficiently, everyone wins.

AN INVESTMENT IN YOURSELF

Of course, while it's important to remember that UET is something that state bargaining unit members are making an investment in, there are other rewards. The payout in members' well-being and personal growth is immeasurable. Ask any state bargaining unit members who have participated in UET, how completing a class or program made them feel. You will hear comments of how they feel proud of themselves for accomplishing a goal, setting an example for their children, and learning a new skill. Continuing your education gives you confidence and a sense of satisfaction. It's an investment in yourself and you are invaluable.

*"2010 State of the Industry Report," the American Society for Training and Development

EASY AND EFFECTIVE EDUCATIONAL ASSISTANCE

Perhaps the most important feature of UET is that the program is structured to provide the state bargaining unit employees the freedom to manage their own careers, set their career goals, and pursue education and training opportunities to achieve these goals.

Employees take the initiative to participate and the end result is a higher-trained workforce benefitting the State of Ohio.

There are few requirements to the program beyond the courses relating to a state job. For example, employees do not need managerial approval to participate. The convenience of the online applications for all of the programs has made it accessible for members. Excellent customer service has been a hallmark of this program and assistance is only an e-mail or phone call away.

Perhaps most importantly, applications are processed in a timely manner -- you will have a response in less than two weeks. That means your voucher is available at that time. If you applied for a refund program, you will have your check within 30 days.

GIVING YOUR CAREER A DIRECTION

To make the most out of your investment in your career, create a plan. There are two ways to begin that process. You can go online to www.uedtrust.org and use the online career exploration tool available at MyUET.

But perhaps even that seems overwhelming. In that case, go to a professional! A team of professional career counselors is available to help you regardless of where you live or work in Ohio. The UET Career Counseling program provides the following services:

- Career services to help participants set career goals and plan to achieve these goals. Decide where you are going with your career.
- Distance career counseling and exploration activities via a toll-free telephone and e-mail communication. Talk with a counselor during the day, or communicate by e-mail any time.
- Career coaching and assistance in enhancing job seeking skills, including job search strategies, résumé writing and editing, and job interviewing skills.
- Assistance in identifying financial aid resources.
- Information and assistance in identifying economic sources for textbook purchases.
- Academic advising and assistance in school and program selection.

Graduate

I loved it. There were times when it was hard. It was a lot of work. It's given me a lot of confidence.

-Patty Jackson, Ohio Department of Public Safety CSA2, on participating in class while earning her master's degree in marketing communications

CONTACT CAREER COUNSELING

Call
(800) 980-6973
Monday-Friday
from 9 a.m.-3:30 p.m.

E-mail
uet.career@pickawayross.com

Enhance Your Skills

I really enjoyed the class. It will definitely come in handy for my career.

-Tanisha Watkins, housing examiner at the Ohio Housing and Finance Agency, on using UET's Professional Enhancement Program for a one-day class

THE TRUST

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UET MAKING OHIO WORK

The Union Education Trust contributes to State of Ohio goals:

Ohio Department of Transportation

UET helped ODOT in the successful transition to the Highway Technician Series by coordinating and paying for the prerequisite math course and by offering and paying for technical training opportunities.

Ohio Department of Transportation/Ohio Department of Natural Resources

UET coordinated and paid for commercial drivers license (CDL) training that is specifically identified by the agencies to meet the state's skilled staffing needs

Ohio Veterans' Home

When the Ohio Veterans' Home was struggling to fill LPN positions due to a shortage of nurses, UET stepped in to coordinate and pay for the training of more than 30 employees who have successfully completed the program, earned their licenses and filled the vacant positions. This helped the agency provide the required public services and close the gap in meeting federal requirements.

Lottery Commission

The Lottery Commission sought the assistance of UET during the agency redesign effort of the sales representative position. UET coordinated and funded the needs assessment and then the design and delivery of the computer application training.

Ohio Department of Mental Health

The ODMH sought the assistance of UET in the department's efforts to maintain its competitive edge in providing direct care services. UET coordinated and paid for the assessment and curriculum design, scheduling, registration, and delivery of the training at five community colleges around the state.

In response to a request from ODMH, UET coordinated with a community college and provided the opportunity and funding to pay for Pharmacy Technician training for the agency employees.

OAKS

As the state prepared for the launch of the OAKS system, UET worked with OAKS management to identify the critical IT skills needed for a successful transition. UET made available specific PeopleSoft courses related to OAKS functions as verified by management.

Multiple state agencies

Recognizing the important role of technology in the state's strategy for improved services and increased efficiency in state government, UET made available a wide range of IT training and educational opportunities that are related to state functions. UET also worked closely with the state's Office of Information Technology to identify ways to advance the use of technology and to fill vacant IT positions.

UET funded many labor/management training programs which helped agencies tackle emerging issues effectively, address and resolve problems, and plan strategically.

UET provides and pays for career counseling, exploration and planning services to state employees with a focus on improving job skills and charting a career path within state government.