

WIA Programs, Veteran's Services & the MO Career Readiness Certificate

WIA Funding may pay for your Education/Job Training if you qualify! www.missouricareersource.com >

Locate a Missouri Career Center/ or call **1-888-728-5627**

WIA Adult Programs *Purpose:* To help individuals age 18 and older with **limited income**, who are **unemployed** or who are **not self-sufficient** prepare for work.

Services Provided:

- Career and personal counseling to provide support and guidance;
- **Skill training provides classroom or vocational instruction through an education agency;**
- Assessment of skills, needs and employment goals;
- Job search assistance includes help with resume writing and interview techniques;
- Job development and placement are provided to help individuals find employment;
- On-the-Job Training is a 50% wage reimbursement to the employer for training the individual in a job, and
- Assistance with basic educational skills or obtaining a General Equivalency Diploma.

Who can Participate: Individuals age 18 and older with limited income, who are unemployed or who are not self-sufficient.

Contact a MO Career Center nearest you at 1-888-728-JOBS (5627) for more information.

WIA Dislocated Worker The **Division of Workforce Development** (DWD), administers the State of Missouri's Rapid Response and Dislocated Worker programs from federal funds authorized under the Workforce Investment Act (WIA). There is no charge for these program services, either to the companies or workers who use them.

Visit **Missouri Rapid Response** <http://rapidresponse.ded.mo.gov/>

WIA Youth Programs *Purpose:* To provide employment and training services for youth. The programs encourage school completion or enrollment in high school equivalency programs. These programs also assist eligible youth, ages 14 through 21, to obtain employment through work experience and help them to improve their academic skills to successfully move from school to work.

Services Provided:

- Individual assessments to determine vocational, educational, occupational, literacy and life skills.
- Classroom training to include high school equivalency (G.E.D.), occupational skills training (vocational school or college).
- Work experience at public non-for-profit worksites to develop basic job skills. Program pays minimum wage for up to 40 hours per week.
- On-the-Job Training in a suitable job to learn a marketable skill and obtain employment upon completion of training. Employers are reimbursed a portion of eligible employee's wages.
- Follow-up services are available to the employee and employer to maximize the youth's ability to be successful on the job.

Who can Participate: In-school & out-of-school youth ages 14-- 21, who meet program criteria. Contact a Missouri Career Center nearest you at 1-888-728-JOBS (5627) for more information.

Veterans' Services

NEW: Link to the [USDOL/Veterans Employment and Training Services home page](http://www.dol.gov/vets) www.dol.gov/vets and find information relating to a wide variety of services, including a link to file a USERRA complaint electronically.

Dedicated Staff:

The Division of Workforce Development has staff throughout the state to specifically assist veterans. That assistance is offered through the Disabled Veteran's Outreach Program and the Local Veteran's Employment Representative Program.

Disabled Veterans' Outreach Program specialists provide case management and develop career and job training opportunities for veterans, with special emphasis on veterans with service-connected disabilities

Local Veterans Employment Representatives facilitate or provide assistance in job placement and accessing needed services. They also advocate for veterans by developing employment opportunities with businesses.

Services Provided:

- Counseling through case management;
- Job Development;
- Testing;
- Transitional assistance to separating service members;
- Identification of employment and training opportunities and direct referrals to jobs;
- Monitoring job listings from federal contractors to ensure eligible veterans get priority referrals to these jobs;
- Monitoring Missouri Career Centers to ensure priority of service to veterans;
- Monitoring federal department and agency vacancy listings; and
- Referral screening of complaints from veterans regarding observance of veteran's preference in federal hiring to the Director of Employment and Training Service.

Access Federal Contractor Listing : America's Job Exchange www.americasjobexchange.com

Vetcentral www.jobcentral.com/vetcentral *Contact:* For more information contact the Division of Workforce Development at 1-573-526-9762 or a local Missouri Career Center 1-888-728-5627.

Missouri Career Readiness Certificate

The purpose of the Career Readiness Certificate (CRC) is to increase Missouri's economic competitiveness by connecting Missouri businesses with skilled workers who demonstrate proficiency in basic workplace readiness. The CRC is a certificate in which the **WorkKeys Assessment** www.act.org/workkeys is used to identify a person's skill levels in three specific areas: **Reading for Information, Locating Information** and **Applied Mathematics**. These three areas have been consistently identified by employers nationwide as being essential for prospective and incumbent employees both for being hired and for advancement.

WorkKeys is based on two elements: 1) a Job Profile, in which a trained profiler analyzes a specific job and determines what skill sets, at what level, are needed to perform the job; and, 2) an Assessment of the job-seeker, given at either at the local Career Center or Community College, depending on the arrangements in a Workforce Investment Region. There are three levels for the CRC: Gold, Silver and Bronze, and they are issued based upon the scores of the three assessments mentioned above. The individual's assessment scores are entered in the Division of Workforce Development's case management system to assist Career Center staff in finding a good job match for the client. The CRC also influences Career Center service delivery: persons wishing to obtain a higher-level CRC can be provided training as appropriate to lessen the skills gap and improve job matching ability.

For more information on how the CRC will benefit Missouri job seekers, see the **National Career Readiness Certificate** at www.act.org/certificate/index.html.