



# WORK BASED LEARNING

**Presented by:**

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Deputy Administrator

Wyoming Department of Workforce  
Services



# OVERVIEW

1

ON THE JOB TRAININGS (OJTS)

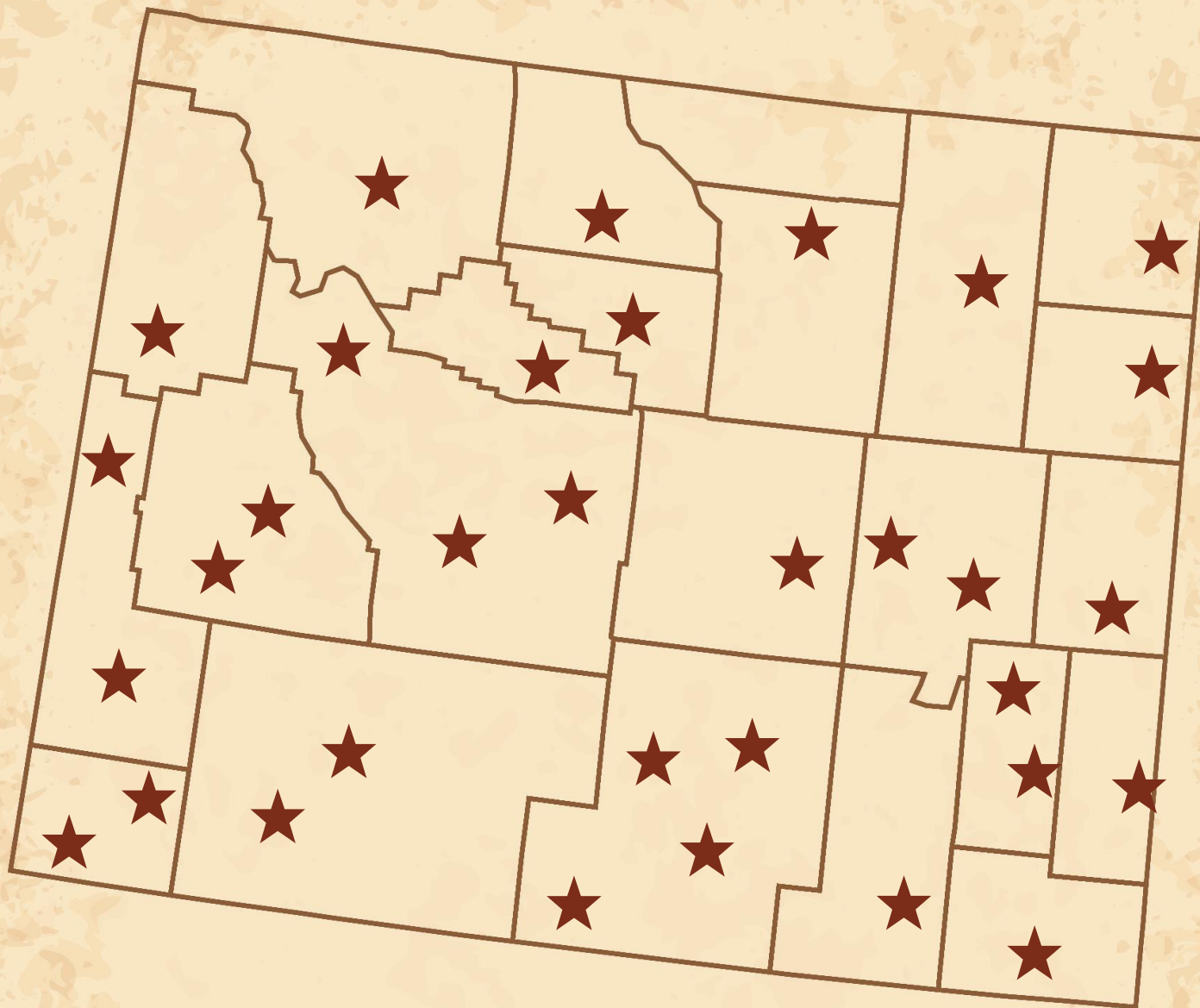
2

WORK EXPERIENCES (WEXS)

3

BENEFITS FOR PARTICIPANTS, EMPLOYERS,  
AND THE WORKFORCE





WYOMING

- ✓ 20 Workforce Centers (WFCs) and one Satellite office in Powell
- ✓ Each WFC provides One-Stop services to clients



# WHAT IS ON THE JOB TRAINING?



On the Job Training (OJT) is:

- ✓ A service provided through the Workforce Innovation and Opportunity Act that collaborates between an employer and a participant to help provide knowledge and skills to a potential employee.
- ✓ May be provided to participants in addition to other training.
- ✓ Designed to give the participant a chance to train with an employer without the employer having to pay the full wage to a trainee.





# WHO CAN PARTICIPATE IN AN OJT?

## Wage details

- 50% wage reimbursement
- Up to 40 hours/week (no overtime allowable)
- Hours worked during an OJT must not exceed the Standard Vocational Preparation codes, found through the following website:  
<http://online.onetcenter.org>



## PARTICIPANTS

- ✓ Any participant from the Adult, Dislocated Worker, or Youth programs can complete an OJT.
- ✓ Participants of the WIOA Program may benefit from an OJT. Case managers must determine whether an OJT
  - Is in a high-growth occupation in the primary labor market
  - Is in an occupation with an average or lower turnover rate
  - Has a reasonable expectation of full-time, self-sustaining employment in the future

## EMPLOYERS

- ✓ Employers must have a certificate of good standing to ensure compliance with Wyoming statutes before performing work on a State contract. Employers can request these certificates through the [wyomingworkforce.org](http://wyomingworkforce.org) website.
- ✓ Employers can be from the for-profit, non-profit, or public sector.
- ✓ There must be an open position posted on [wyomingatwork.com](http://wyomingatwork.com) that has a unique skill requirement. The training is designed to fill those unique skill requirements.

# WHAT IS A WORK EXPERIENCE?



A Work Experience (WEX) is:

- ✓ A service provided through WIOA which collaborates between an employer and participant to provide the participant a temporary work experience and to build their skills.
- ✓ Provided to participants with an academic or occupational education concurrently or sequentially.
- ✓ Designed to give the participant a career-exploration pathway.
- ✓ WEXs can be used for adult, dislocated worker, or youth participants. Often referred to Transitional Jobs for adults and dislocated workers.



# WHO CAN PARTICIPATE IN A WEX?

## PARTICIPANTS

- ✓ Participants of the WIOA Program may benefit from a WEX.
- ✓ Case managers must determine whether a WEX is beneficial to gaining employment or completing training.
- ✓ Youth
- ✓ Adult or Dislocated Worker (Transitional Jobs)

## EMPLOYERS

- ✓ Employers must have a certificate of good standing to ensure compliance with Wyoming statutes before performing work on a State contract. Employers can request these certificates through the [wyomingworkforce.org](http://wyomingworkforce.org) website.
- ✓ Employers can be from the for-profit, non-profit, or public sector.

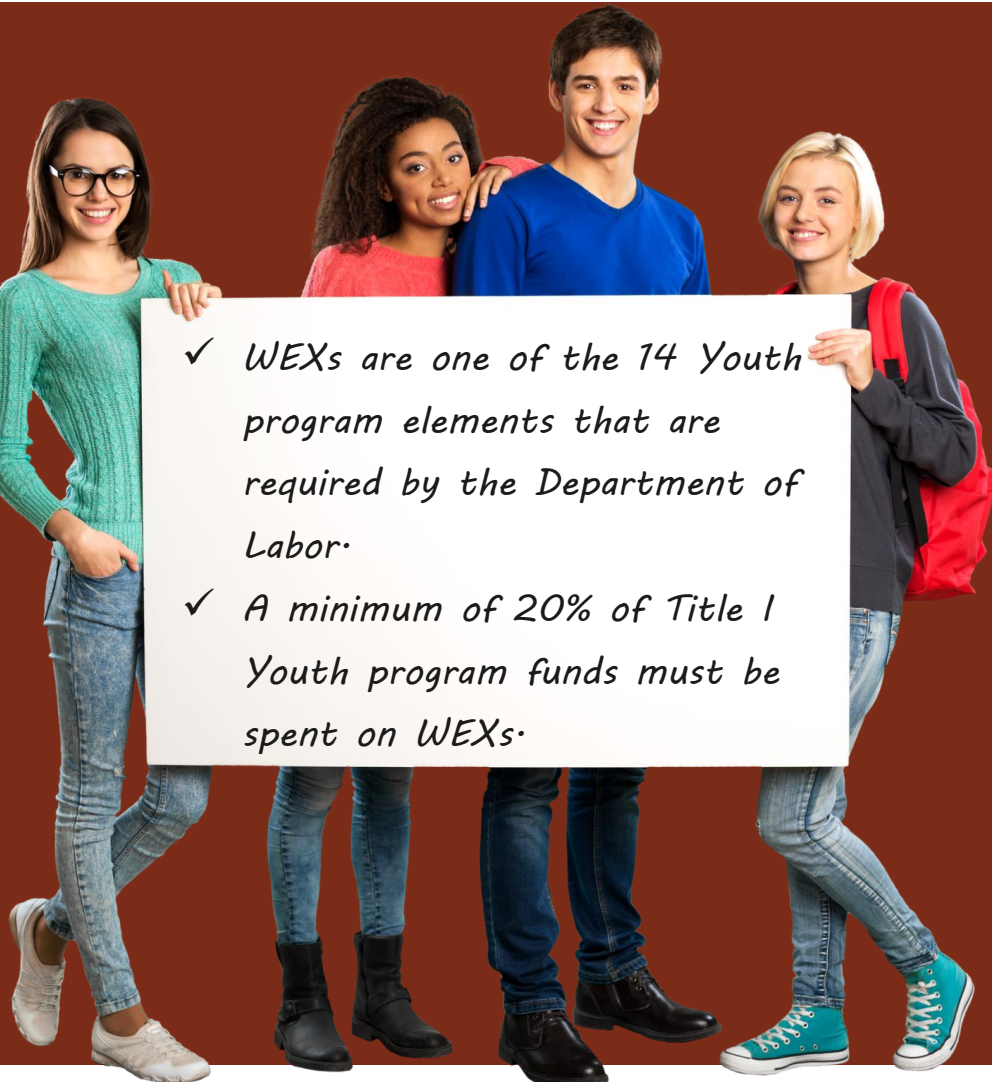
## Wage details

- ✓ 100% wage reimbursement (entry level wages)
- ✓ Up to 40 hours/week (no overtime allowable)
- ✓ Up to 400 hours total





# WHAT IS AN EXPENDITURE FOR WEX?



- ✓ *WEXs are one of the 14 Youth program elements that are required by the Department of Labor.*
- ✓ *A minimum of 20% of Title I Youth program funds must be spent on WEXs.*

- ✓ Wages/Stipends paid for participation in a work experience
- ✓ Staff time working to identify and develop a work experience opportunity
- ✓ Staff time working with employers to ensure a successful work experience
- ✓ Participant work experience orientation sessions
- ✓ Employer work experience orientation sessions
- ✓ Classroom training directly related to the work experience
- ✓ Incentive payments directly tied to the completion of a WEX
- ✓ Employability skills/job readiness training to prepare for a work experience





WEXs and Transitional Jobs are made to teach participants valuable employability and job readiness skills!



Work Experience/Transitional Jobs

Job Shadowing

Meeting employees and the supervisor

Tour of the business

Client explores career options and local businesses

# STEPS TO SUCCESS





# WHY SHOULD **CLIENTS** PARTICIPATE IN AN OJT OR A WEX?

Participants of WIOA gain:

- ✓ Skills and attributes important to gaining employment
- ✓ Training while being paid a full wage
- ✓ Real-world experience in a career in a high-growth market
- ✓ A relationship with an employer that may result in a permanent job

## WEX Participation

### 2021

Adults/Dislocated Worker	1
Youth	9

### 2020

Adults/Dislocated Worker	11
Youth	27

### 2019

Adults/Dislocated Worker	1
Youth	22

# WHY SHOULD **EMPLOYERS** PARTICIPATE IN AN OJT OR A WEX?

Participants are not the only ones who benefit from these programs.

Employers gain:

- ✓ A temporary worker at little to no cost
- ✓ A potential permanent employee who has already been trained
- ✓ A relationship with their local workforce center who may provide further services
- ✓ A reputation of a community-minded employer



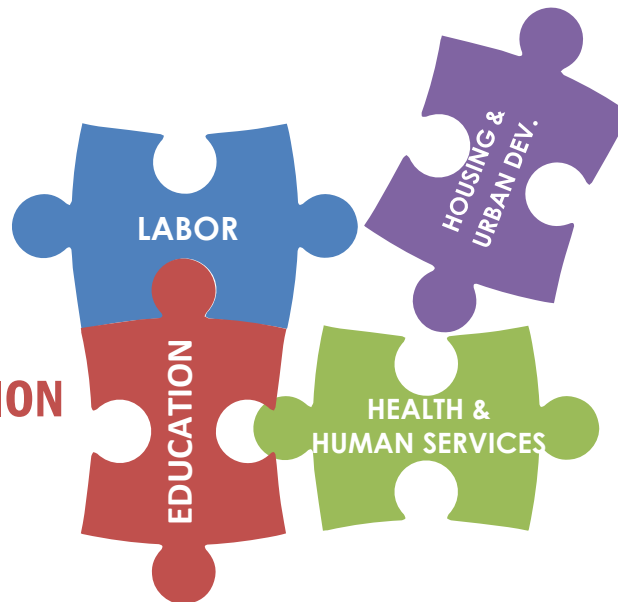
# WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

## DEPARTMENT OF LABOR

Youth and Adult Employment & Training programs  
Job Corps  
Unemployment  
Reintegration of Offenders programs

## U.S. DEPARTMENT OF EDUCATION

Vocational Rehabilitation  
Education and Training programs  
(post-secondary)  
Technical training programs  
Adult Education programs (HISET, GED)  
IDEA secondary schools



## AGRICULTURE, HOUSING & URBAN DEVELOPMENT

Employment & Training  
Activities programs

## HEALTH AND HUMAN SERVICES

TANF  
Community Services Block  
Grant

**DVR FOCUS:** In-School Youth (14-21), Early Work Experiences, Career Counseling, post-secondary options, Self-Advocacy

Passed July 22, 2014 amends and reauthorizes the Workforce Investment Act of 1998; it reauthorizes and enhances the Adult Education and Family Literacy Act, amends the Wagner-Peyser Act of 1933 and amends & reauthorizes certain provisions in the Rehabilitation Act of 1973



# WORK EXPERIENCES THROUGH VOCATIONAL REHABILITATION: WYOMING'S LARGEST UNTAPPED TALENT POOL

## PRESENTED BY:

Nicky Harper, MSW,  
LCSW, CRC  
Vocational Rehabilitation  
Administrator



# WHAT IS VOCATIONAL REHABILITATION?

## Federal/State Program

- ✓ Federally VR is housed under the U.S. Dept of Education
- ✓ VR assists individuals with a disability or potential disability in preparing for, obtaining, maintaining, stabilizing and progressing in employment



**16** field offices

**20** satellite offices

**28** counselors

**100** years of service

**building a stronger workforce**





- ✓ A paid or unpaid opportunity that provides hands-on work experiences, skill development and exposure to a variety of interest areas to assist with making the most appropriate and informed choices when it comes to a future career.
- ✓ In VR, Work Experiences are available to youth and adults
- ✓ Short-term, focusing on exploration prior to making an outcome based decision or goal when it comes to a career.
- ✓ Used to help determine fit and suitability instead of just relying on a career interest survey. Things can sound good on paper or in our minds but may be very different in reality.
- ✓ Improves job satisfaction, longevity in a particular field and can decrease the number of returning clientele, changes in majors and financial expenditures across the lifetime of serving individuals.



*For students with disabilities, work experience during high school is a strong predictor of employment and higher wages after high school*







## **SOLUTION TO THE SKILLED WORKER SHORTAGE**

**VR strives to be an employer of choice and model agency when it comes to employment and inclusion. VR serves as a key provider to both employees and employers to help build a more stable workforce. To achieve this, VR supports **youth and adults** with disabilities through paid work experiences.**



# WORK EXPERIENCES IN ACTION

DWS utilized **14** work experiences statewide.

**2** obtained full-time employment as a result

**GOOD VIBES GARAGE**  
Laramie, WY

**UNIVERSITY OF WYOMING**  
Laramie, WY

**SOLSTICE ACRE BREADS**  
Laramie, WY

**IVINSON HOSPITAL**  
Laramie, WY

**LITTLE AMERICA**  
Cheyenne, WY

**EVOLVE FITNESS**  
Cheyenne, WY

**NATRONA COUNTY PUBLIC LIBRARY**  
Casper, WY

*spotlight:*

## **PATHWAYS** **Lander, WY**

### **Partners:**

**Tribal VR**  
**WY VR**

**Skills Trainers**

**Wyoming Indian High Schools**

- ✓ **Laundry**
- ✓ **Housekeeping**
- ✓ **Beverage service**
- ✓ **Food service (multiple locations)**
- ✓ **Embroidery**
- ✓ **C-Store (multiple locations)**
- ✓ **Administrative support positions**
- ✓ **Gaming areas such as casino floor, slot tech, slot attendant, security.**

**LCCC LUDDEN LIBRARY**  
Cheyenne, WY

**B.O.C.E.S CENTER**  
Pinedale, WY

**B.O.C.E.S Center**  
Evanston, WY

**WESTERN WYOMING**  
**COMMUNITY COLLEGE**  
Rock Springs, WY

**WASHAKIE MEDICAL**  
**CENTER**  
Worland, WY

**KROSS FIRE COUNSELING &**  
**EQUINE ENTERPRISES LLC**  
Sheridan, WY

**PURPOSEFUL PEOPLE**  
**PROGRAM**  
Casper, WY

# WORK EXPERIENCES IN ACTION

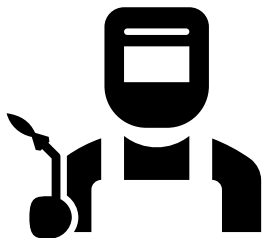
## 2019

**Youth**

130

**Adults**

35



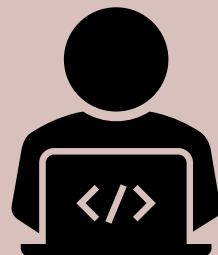
## 2020

**Youth**

117

**Adults**

112



## 2021

**Youth**

110

**Adults**

89





# CONCLUSION

WEXs and OJTs are not only valuable to WIOA and VR participants, but are also important community-building tools that Workforce Centers can use to strengthen relationships with employers and community members.



# Training, granted.

Get reimbursed for employee training

Presented By:

Shaye Moon

Business Training and Support Unit

Program Manager

Department of Workforce Services



**WORKFORCE  
DEVELOPMENT  
TRAINING FUND**

# WORKFORCE DEVELOPMENT TRAINING FUND

- Business Training Grants
- Pre-Hire Grants
- Internship Grants
- Apprenticeship Grants





# BUSINESS TRAINING GRANTS

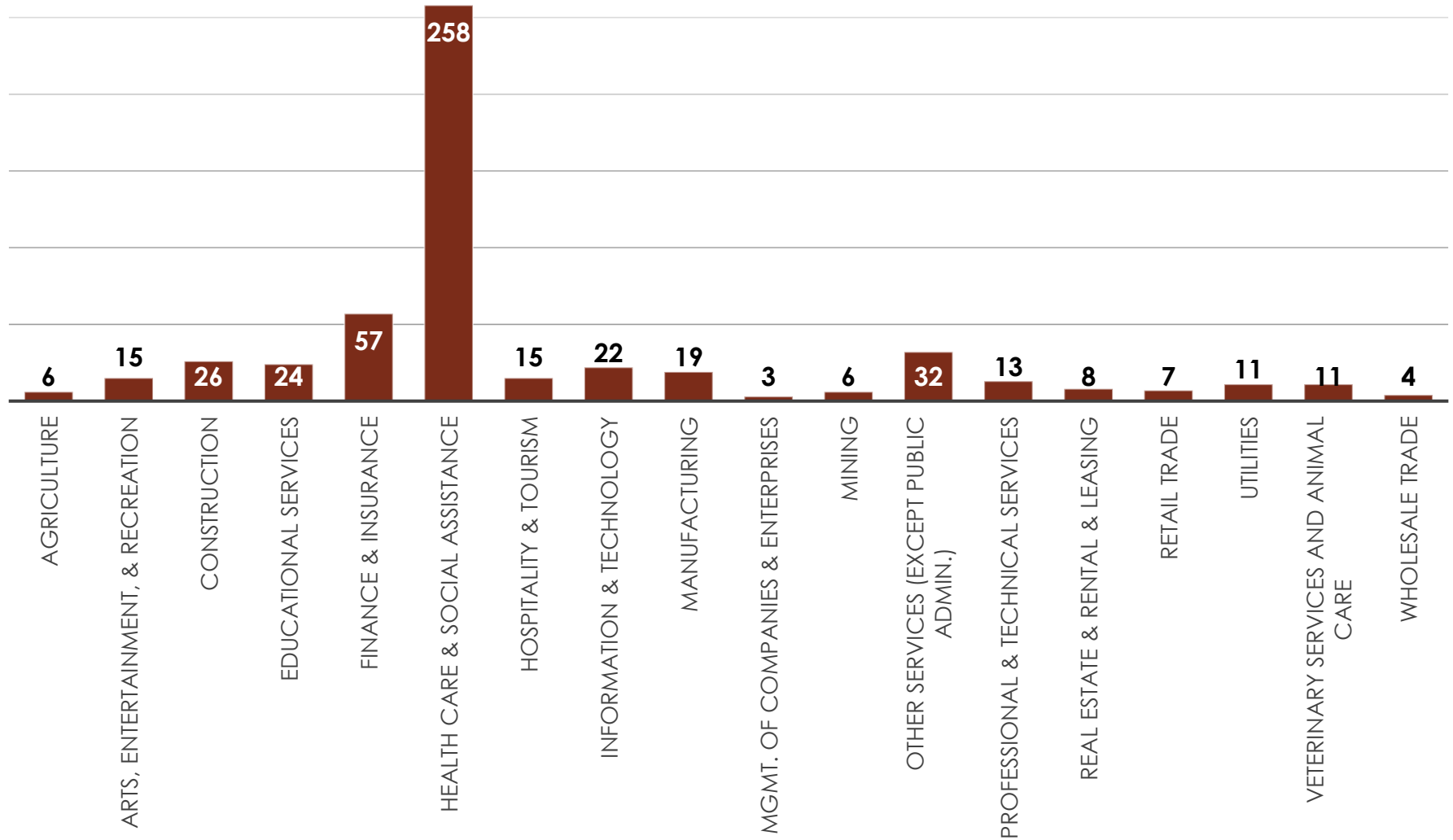
(for businesses)

This grant program provides funding for current employees to learn new skills or re-train current employees



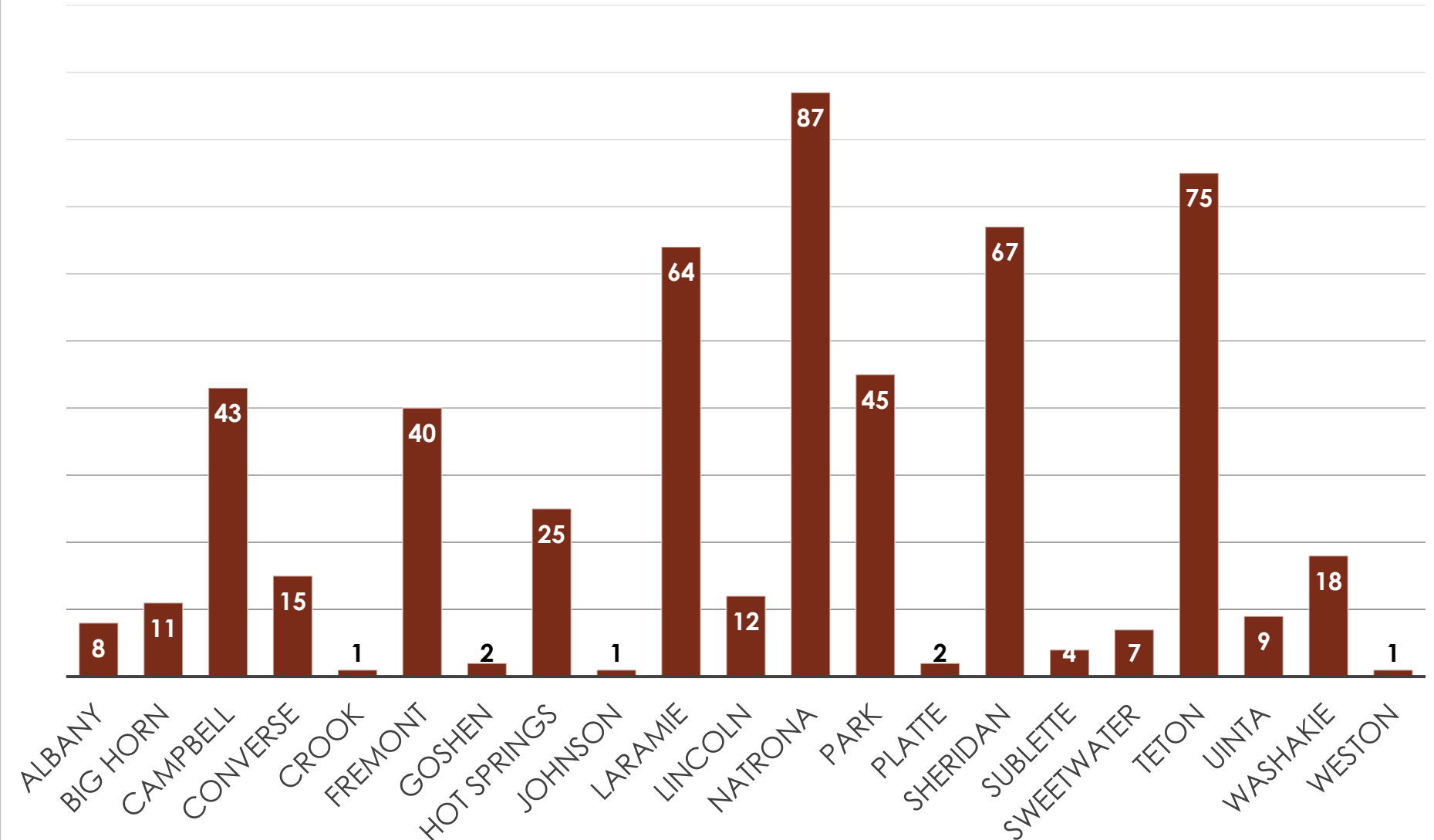
# BUSINESS TRAINING GRANTS: INDUSTRIES SERVED

*July 1, 2019 – June 30, 2020*



# BUSINESS TRAINING GRANTS: COUNTIES SERVED

*July 1, 2019 – June 30, 2020*



# PRE-HIRE GRANTS

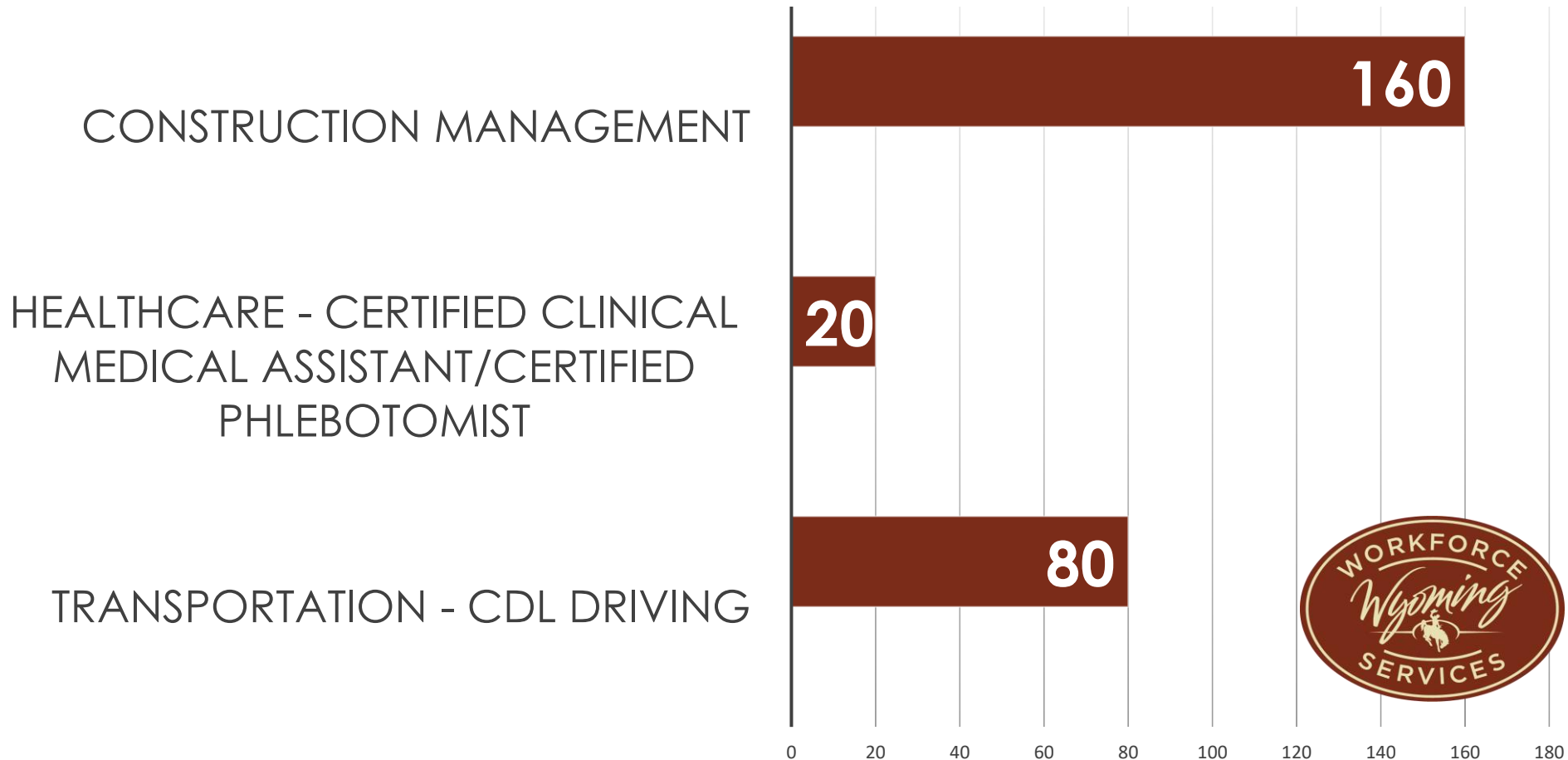
This grant program provides funds to address workforce shortages or for recruited businesses in the state. These monies are reserved for potential employees to receive training for a specific skill set before they are placed in a job.





# PRE-HIRE GRANTS: NUMBER OF TRAINEES BY INDUSTRY

*July 1, 2019 – June 30, 2020*



# INTERNSHIP GRANTS

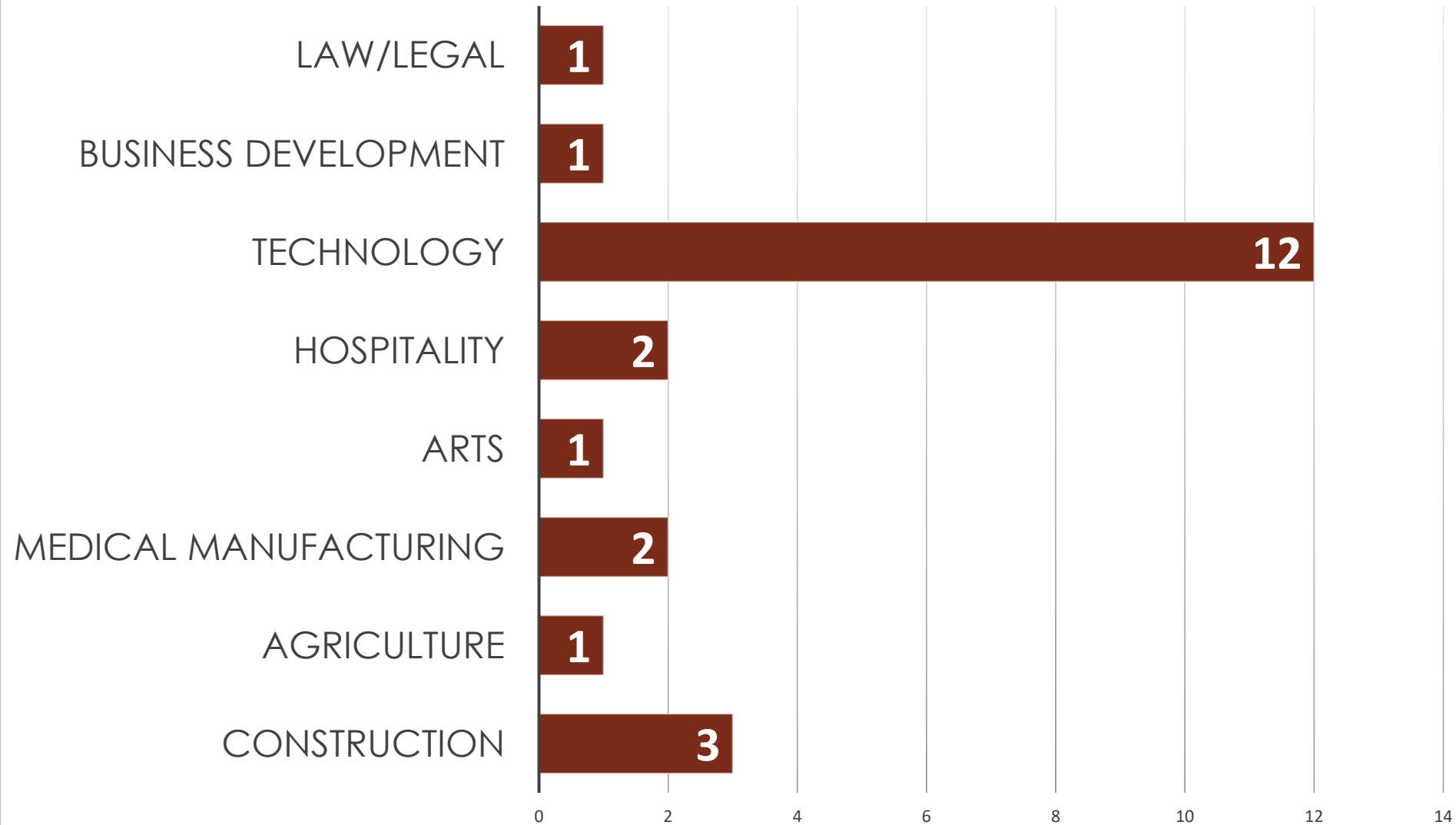
This program provides funds to offer structured learning experiences to individuals which enhance that individual's work skills, knowledge and abilities



# INTERNSHIPS:

## NUMBER OF INTERNS BY INDUSTRY

*July 1, 2019 – June 30, 2020*





# APPRENTICESHIP GRANTS

(for businesses with established  
apprenticeships)

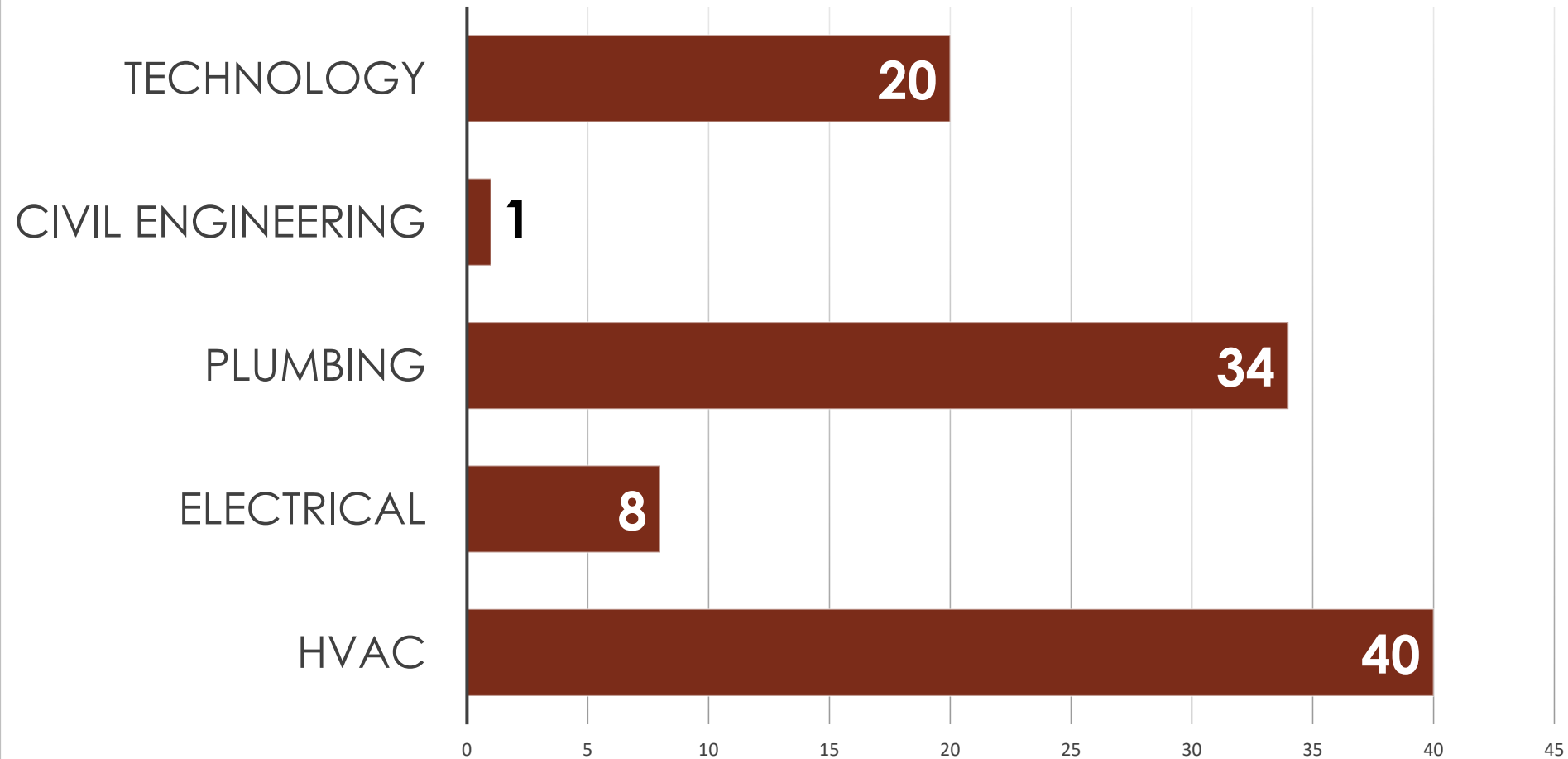
This program funds for the related  
instruction of registered apprenticeship  
programs.





# APPRENTICESHIPS: NUMBER OF APPRENTICES BY INDUSTRY

*July 1, 2019 – June 30, 2020*



# APPRENTICESHIP EXPANSION GRANT

Our main goal is to expand new registered apprenticeship programs and assist in the growth of existing registered apprenticeship programs through ongoing internal collaboration and community partnerships. The ASE grant offers a one time flat rate reimbursement for wages for each registered apprentice who started after July 1, 2019.



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