

Pennsylvania

Lehigh Valley Workforce Investment Board, Inc.

PRESENTS

Pennsylvania
CareerLink[®]
LEHIGH VALLEY

OUTLINE OF SERVICES

August 2011

Pennsylvania

Lehigh Valley Workforce Investment Board, Inc.

TABLE OF CONTENTS

Universal Population	2
Dislocated Worker Services.....	8
Adult Services.....	10
Trade Adjustment Assistance Services.....	11
Older Workers/Senior Community Service Program.....	14
Individuals with Disabilities Services	15
Veterans Services.....	16
Pennsylvania Profile RE-Employment Program	18
Youth Programs.....	20
Self-Employment Assistance Program.....	34
Employment Advancement and Retention Network	35
Employer Services.....	36
Industry Partnership and Training Grants.....	39
Education Initiatives	46



UNIVERSAL POPULATION

An Individual who has a legal right to work in the United States and is interested in employment or reemployment assistance through the PA CareerLink[®] delivery system.

NUMBER SERVED:

7/1/05 to 6/30/06: 11,155

7/1/06 to 6/30/07: 11,756

7/1/07 to 6/30/08: 11,498

7/1/08 to 6/30/09: 10,583

7/1/09 to 6/30/10: 11,969

7/1/10 to 6/30/11: 10,249

UNIVERSAL WORKFORCE SERVICES

- Introduction to PA CareerLink[®] Workforce Services
- Assessment of Skills, Aptitudes, Abilities and Other Needs
- Job Search and Placement Assistance
- Personalized Referral Network
- Fully-equipped Technology Driven Career Resource Centers
- Job and Labor Market Information
- Employer Job Fairs
- Information on Lehigh Valley's Targeted Industry Clusters
- Statewide Training Program Providers List
- Financial Aid Information for Skills Training and Education Program
- English as a Second Language (ESL) classes
- General Educational Development (GED) classes
- Translation Services
- Employer Applications
- Pennsylvania Civil Service Testing Site
- Lehigh Valley Professionals Networking Group
- Employer Activity Briefings
- Community and Faith Based Organizations
- Youth Employment and Training Programs, ages 14-21
- Veterans Employment Service
- On-Site Workshops

DEFINITIONS OF UNIVERSAL WORKFORCE SERVICES

Introduction to PA CareerLink® Workforce Services

Facilitated group sessions are conducted daily by PA CareerLink® staff to explain workforce services available through PA CareerLink® Lehigh Valley's workforce centers located in Allentown and Easton. Sessions are offered in both English and Spanish. Workforce services such as training opportunities, job and labor market information, employer recruitments, youth services and literacy classes are covered in the presentation. A tour of the computerized Career Resource Center (CRC) is given, which is the hub of job search activities.

Assessment of Skills, Aptitudes, Abilities, and Other Needs

The following assessments are used to aid in determining educational levels; discovering transferable skills and decision making regarding training programs.

- Adult Basic Learning Examination (ABLE) - used for adults and dislocated workers to determine any reading or math skill deficiencies.
- Comprehensive Adult Student Assessment System (CASAS) - assesses adult basic reading, math, listening, writing and speaking skills. Used by ESL instructors to determine an individual's English language skill development so that they can be placed in the appropriate class level and to also determine their progress in class.
- Choices CT - is a user-friendly, computerized Career Planning program that determines career interests and abilities. This software program is available on the computers in the CRC, in all literacy labs and is on the desktop of Case Management staff.
- Career Cruising - a web-based exploration and planning tool that can be used to explore career and college options and create a comprehensive career portfolio. This tool includes interest and skills assessments, multimedia interviews, college and financial aid information, and a resume builder. Career Cruising is available to any PA CareerLink® Lehigh Valley customer and is also used in youth programs.
- KeyTrain - a comprehensive web based, easy-to-use program to practice skills associated with the ACT WorkKeys employment system. Using KeyTrain, a participant can access potential WorkKeys scores, review topics in each WorkKeys skill area, and practice problems similar to those on an actual WorkKeys assessment.
- Test of Adult Basic Education (TABE) - a test of basic skills in reading, mathematics, and language at all levels. It is designed to assess skills in the contexts that are most important: life skills, work, and education. It provides both norm-referenced and competency-based information to help customers plan for individual, educational, and training needs. It is used primarily for youth and adults seeking literacy services.
- WorkKeys - a job skills assessment system measuring "real world" skills that employers believe are critical to job success. These skills are valuable for any occupation – skilled or professional – and at any level of education. Through WorkKeys a participant can earn a National Career Readiness Certificate (NCRC).

Job Search and Placement Assistance

- Staff assists in reviewing employment options.
- Access to all on-site workshops.
- Access to resources in the Career Resource Center.
- Access to web based employment opportunities, through the Commonwealth Workforce Development System (CWDS)

Personalized Referral Network

Referrals are individually made to appropriate organizations, if the requested services are not available through PA CareerLink® Lehigh Valley.

Fully-Equipped, Technology Driven Career Resource Centers

The Career Resource Center, which is the hub of job search activity, houses personal computers with Internet access. It is available for customer use in job searching, resume writing, and researching employers. Also available are faxes, copiers, Civil Service information, phones, company applications, newspapers, ADA equipped computers, employer directories, workshop schedules and information on PA CareerLink® Lehigh Valley events.

Job and Labor Market Information

Information on high priority occupations, job listings, wage information and skills requirements are available to assist in determining new careers, employment options and training opportunities.

Employer Job Fairs

Company, occupation, and industry-specific job fairs are held on-site at the PA CareerLink® Lehigh Valley Allentown site.

Information on Lehigh Valley's Targeted Industry Clusters

This information is provided on the PA CareerLink® Lehigh Valley website and in the Career Resource Center to educate customers on targeted industry clusters. The Lehigh Valley Workforce Investment Board, Inc. / PA CareerLink® Lehigh Valley workforce system focuses on these sectors because they are experiencing current growth or are expected to grow, from an economic and workforce development standpoint.

Statewide Training Program Providers List

A Statewide Training Program Providers List is aligned with industry clusters and high priority occupations, and details occupational skills. This list consists of training costs, program descriptions, course qualification for financial aid, and program outcomes. By using this list, customers can make informed decisions on their training choices.

Financial Aid Information for Skills Training and Education Programs

Information Sessions that explain the eligibility guidelines for training options and resources provided through Workforce Investment Act. Workshops are also conducted to explain the application process for obtaining federal, state, and local grants, loans and scholarships.

English as a Second Language (ESL) Classes

Northampton Community College provides English as a Second Language classes at the PA CareerLink® Lehigh Valley Allentown site to individuals such as dislocated workers, incumbent workers, new workers and those re-entering the workforce. Classes are offered throughout the day at various levels, with a capacity of 60 students each day.

General Educational Development (GED) Classes

Lehigh Carbon Community College provides in-house General Educational Development classes at the PA CareerLink® Lehigh Valley Allentown to individuals such as dislocated workers, incumbent workers, new workers and those re-entering the workforce. Classes are designed to help individuals obtain the skills required to pass the high school equivalency exam.

Translation Services

PA CareerLink[®] Lehigh Valley staff utilizes a subscription service with Language Line, an on-demand telephone resource that offers verbal translation services for multiple languages. Also, bi-lingual staff works in key areas such as the Career Resource Center, TRADE, Case Management and Business Services departments to assist non-English speaking job seekers.

Employer Applications

Hard copies of company applications are available to job seekers in the Career Resource Center. Certain employers prefer that candidates complete a paper application, as opposed to following an on-line application process.

Pennsylvania Civil Service Testing Site

The PA CareerLink[®] Lehigh Valley Allentown site houses a computerized Civil Service testing lab which administers tests for all state civil service positions. Testing is administered days, evenings, and on Saturdays to accommodate applicant availability.

Lehigh Valley Professionals Networking Group

This forum and support group enables Lehigh Valley professional level workers to network and exchange information on job searching techniques and tools, local firms, and business contacts. Members hold weekly meetings at the PA CareerLink[®] Lehigh Valley Allentown site and have established their own website.

Employer Activity Briefings

These briefings are a review of the latest job openings, facilitated by PA CareerLink[®] Lehigh Valley staff, during which job seekers are provided an opportunity to learn about current employment activities in the Lehigh Valley.

Community and Faith Based Organizations

Bi-weekly meetings are held with all organizations and agencies to discuss upcoming events, employer recruitments, economic development issues and an opportunity to respond to questions regarding job openings listed on the www.pacareerlink.state.pa.us website.

Youth Employment and Training Programs/activities for youth ages 14-21 eligible under the Workforce Investment Act

Program activities that are carried out for Workforce Investment Act eligible youth ages 14-21.

Veterans Employment Service

Under the Jobs for Veterans Act, veterans and eligible spouses receive priority access to all services. In addition, priority service is given to veterans and eligible spouses in the referral process on job orders. Job orders are searched and call-ins are made for qualified veterans prior to making a file search and call-ins for non-veterans. Local Veterans Employment Representatives meet with every new veteran customer and are offered information and referrals for any employment or training opportunities for which they are qualified.

On-Site Workshops

A variety of these workshops are offered in English and Spanish to assist the PA CareerLink[®] Lehigh Valley customer with their various needs and interests. The frequency and variety of the workshops will vary based on requests and special needs. On-site workshops currently offered include:

ABLE-Adult Basic Learning Exam (1 1/2 hours)

Assess your Math and Reading grade level for training or employment.

Basic Computer/Spanish Basic Computer (1 1/2 hours)

Overcome your fear of using a computer! This session is designed for the beginner and will cover use of the “mouse,” ways of moving around the computer screen, a typing tutorial and an introduction to MS Word.

Career Cruising (2 hours)

Attend this workshop if you are considering a career change or you are uncertain of your career or school choice. Take an interest survey to identify interests, and then match your interests to training programs and jobs.

Commonwealth Workforce Development System (CWDS) Website (1 1/2 hours)

Learn how to use “Keywords” to get better results with your job matches. Resume updating and multiple resume development will be discussed. Time may be spent on completing the CWDS Enrollment.

Work Connections (3 hours)

This workshop will address issues that are important in assisting an individual to reveal their career picture. Topics include taking a personality profile assessment, career exploration, resume writing skills, and resume critique and improvement.

Internet Job Search (1 1/2 hours)

Learn about the World Wide Web. This session will teach Internet usage, how to set up an e-mail account, attach a document, post your resume to a job board and discuss online applications.

Job and Labor Market Session (1 1/2 hours)

Where are the jobs in the Lehigh Valley? Review LV trends, growth and demand occupations.

Microsoft Word (1 1/2 hours)

This session will review basic Word techniques and further your understanding of application processes.

WIA Overview (1 1/2 hours)

Learn about the specific eligibility requirements for the Workforce Investment Act.

WinWay Resume Preparation (2 hours)

Attend this computer workshop and learn how the WinWay software can be used to enhance your résumé presentation.

Budget Basics (1hour)

Learn how to get more from your money; prepare a wise monthly plan and track daily expenses.

Credit Smarts (1 hour)

Learn how credit works, its impact on your employment eligibility and what is reportable.

Funding Your Education (2 hours)

This workshop will guide you through the application process for financial aid and you will learn about federal and state grants, loans, scholarships, and free tuition offers. Educational

Opportunity Center staff will assist you with the Free Application for Federal Student Aid (FAFSA) application process.

Insurance Alternatives Workshop /Spanish(1 ½ hours)

Highmark Blue Shield will provide information for CHIPS and Adult Basics Insurance Programs and assist with the application process.

Lehigh Valley Professionals (2 hours)

Meet with your peers to discuss job search techniques, share leads and present your own objectives or visit their website at www.lvprofessionals.org. This group is for professional/manager level job seekers.

Excel 1 & 2 (1 ¾ hours each)

Learn the basics of Excel; navigate, input data, introduction to formulas, and format text, numbers, rows and columns.

Financial Workshops (1 hour)

Consumer Credit Counseling conducts workshops on a range of topics to assist individuals in their journey to become financially secure.

DISLOCATED WORKER SERVICES

Dislocated workers are individuals terminated, laid off, or have received a notice of termination or layoff from employment without a recall date and meets Workforce Investment Act program eligibility requirements. They must be eligible to collect unemployment or have exhausted their unemployment benefits; are not working more than 28 hours per week, and are not working at a job that is the same or similar to the position from which they were dislocated. This eligibility criteria also applies to self-employed individuals unemployed as a result of general economic conditions in the community or a natural disaster, or is a displaced homemaker.

NUMBER SERVED:

7/1/05 to 6/30/06: 287

7/1/06 to 6/30/07: 291

7/1/07 to 6/30/08: 261

7/1/08 to 6/30/09: 136

7/1/09 to 6/30/10: 544

7/1/10 to 6/30/11: 557

UNIVERSAL WORKFORCE SERVICES ARE OFFERED PLUS THE FOLLOWING DISLOCATED WORKER SERVICES

- Case Management Services (English and Spanish)
- Supportive Services
- Training Funds
- Rapid Response
- TRADE Act information – Trade Adjustment Assistance (TAA) Program
- Intensive Job Club

DEFINITIONS OF DISLOCATED WORKER SERVICES

Case Management Services (English and Spanish)

Case Management is a client-centered approach to the delivery of services for Workforce Investment Act (WIA) eligible individuals. The customer is assigned a Case Manager who assists customers with a variety of personal, financial, educational, employment or programmatic problems to help them return to the labor market in full-time employment.

Supportive Services

Financial Services are provided to assist individuals with their child care and transportation costs, such as parking or bus passes, while they participate in skills training.

Training Funds

The Workforce Investment Act (WIA) has several sources of money that may be used to assist eligible individuals to obtain training to find re-employment when their current occupational skills are not sufficient. Training funds may be used for an occupational skills training program on the Pennsylvania's Statewide Training Program Providers List as posted on the PA CareerLink® website. All training must prepare customers for employment in a high priority occupation within one of the Lehigh Valley Targeted Industry Clusters approved by the Lehigh Valley Workforce Investment Board, Inc. Funds may cover tuition, books and supplies, clothing, industry certified exams, and training related fees.

Rapid Response

A Lehigh Valley Rapid Response Team provides on-site outreach and a full range of information, networking, and employment and training assistance to dislocated workers. The Rapid Response Team is networked in the community and includes community, government, educational, and private sector partners. The Lehigh Valley Rapid Response Team reacts to plant closings within 24 hours.

TRADE Act information – Trade Adjustment Assistance (TAA) Program

Group sessions are provided to individuals who may be eligible for TRADE Act benefits. These informational sessions are designed to provide detailed information on the benefits that are available to assist them in their re-employment efforts. Sessions are available in English and Spanish.

Intensive Job Club

This session provides the participant with networking opportunities. A staff-lead information session on various job-searching techniques that include topics such as: resumes, interviewing, body language, attitude, workplace relationships, etc. There may also be area speakers offering local workforce information to assist you in your job search.

ADULT SERVICES

Individuals who are 18 years of age or older are considered adults, under the Workforce Investment Act. To be considered Disadvantaged Adult, the individual meets the Total Gross Family Income Guideline for the number of people in their family, or is currently receiving Supplemental Security Income, or is currently receiving or was eligible to receive food stamps within the last 6 months, or is listed on a General Assistance grant and receiving cash payments, or a person with a documented disability and meets the Total Gross Family Income for a family of one. This individual must meet all the Workforce Investment Act program eligibility requirements.

NUMBER SERVED:

7/1/05 to 7/30/06: 80	7/1/06 to 6/30/07: 123
7/1/07 to 6/30/08: 121	7/1/08 to 6/30/09: 94
7/1/09 to 6/30/10: 224	7/1/10 to 6/30/11: 204

UNIVERSAL WORKFORCE SERVICES ARE OFFERED PLUS THE FOLLOWING ADULT SERVICES

- Case Management Services
- Supportive Services
- Training Funds

DEFINITIONS OF ADULT SERVICES

Case Management Services (English and Spanish)

Case Management is a client-centered approach to the delivery of services for Workforce Investment Act (WIA) eligible individuals. The customer is assigned a Case Manager who assists customers with a variety of personal, financial, educational, employment or programmatic problems to help them return to the labor market in full-time employment.

Supportive Services

Financial Services are provided to assist individuals with their child care and transportation costs, such as parking or bus passes, while they participate in skills training.

Training Funds

The Workforce Investment Act (WIA) has several sources of money that may be used to assist eligible individuals to obtain training to find re-employment when their current occupational skills are not sufficient. Training funds may be used for an occupational skills training program on the Pennsylvania's Statewide Training Program Providers List as posted on the PA CareerLink® website. All training must prepare customers for employment in an high priority occupation within the one of the Lehigh Valley Targeted Industry Clusters approved by the Lehigh Valley Workforce Investment Board, Inc. Funds may cover tuition, books and supplies, clothing, industry certified exams, and training related fees.



TRADE ADJUSTMENT ASSISTANCE (TAA) SERVICES

A federal program that provides funded services to adversely affected workers who lose their jobs, or whose hours of work and wages are reduced as a result of increased imports, or whose firms have been affected by, or are threatened by, shifts in production to certain foreign countries. It also provides assistance to workers whose firm is a supplier or downstream producer to a firm that received a certification of eligibility.

NUMBER SERVED:	TRAINING DOLLARS OBLIGATED:
7/1/05 to 6/30/06: 472	\$976,677.35 Allentown: \$840,602.10 Easton: \$136,075.25
7/1/06 to 6/30/07: 403	\$780,936.50 Allentown: \$562,566.50 Easton: \$218,370.00
7/1/07 to 6/30/08: 357	\$751,660.00
7/1/08 to 6/30/09: 334	\$1,032,422.50
7/1/09 to 6/30/10: 518	\$1,733,461.00
7/1/10 to 6/30/11: 556	\$1,482,712.75

UNIVERSAL WORKFORCE SERVICES ARE OFFERED PLUS THE FOLLOWING TRADE ADJUSTMENT ASSISTANCE (TAA) SERVICES

- Re-employment Services (TAA)
- Job Search Allowances (TAA)
- Relocation Allowances (TAA)
- Training (TAA)
- Alternative Trade Adjustment Assistance (ATAA)
- Reemployment Trade Adjustment Assistance (RTAA) (Trade Act 2009)
- Health Coverage Tax Credit (HCTC)

DEFINITIONS OF TRADE ADJUSTMENT ASSISTANCE (TAA) SERVICES

Reemployment Services (TAA)

As outlined under Universal Workforce services.

Job Search Allowances (TAA)

Funds available to reimburse TRADE affected workers for out-of-the-area job search activity. Reimburse 100% of allowable costs to \$1500 for job search outside the normal commuting area (50 mile radius from residence), 365 days from layoff or certification date, or 182 days after training.

Relocation Allowances (TAA)

Funds available to reimburse TRADE affected workers for relocation if employment is secured out of the area 50 miles away. 100% of expensed of moving worker, family, and household goods; and three times weekly wage up to \$1,500 must be accessed within 425 days of layoff or petition certification date, or 182 days after completion of training.

Training (TAA)

Funds available to pay for training for TRADE affected workers at a reasonable cost.. Training must be full time and be completed within 104 weeks.

Reemployment Trade Adjustment Assistance (RTAA)

A cash subsidy to eligible TRADE affected workers, age 50 or older, that obtain new, full-time employment within 26 weeks of their layoff date. Individuals may receive half of the difference between their old and new wage for two years or \$12,000 whichever comes first. These funds are only available if the TRADE Act petition is certified for RTAA.

Health Coverage Tax Credit (HCTC)

A federal tax credit equal to 80% of the amount a TRADE affected worker pays for qualified health coverage for themselves and their family members which is administered by the Internal Revenue Service. Individual must be collecting Unemployment Compensation, Trade Readjustment Assistance, or Alternative Trade Adjustment Assistance and has obtained a waiver of the training requirement or be in training.

DEFINITIONS OF TRADE ADJUSTMENT ASSISTANCE (TAA) SERVICES-ACT 2009

Reemployment Services (TAA)

As outlined under Universal Workforce services.

Job Search Allowances (TAA)

Funds available to reimburse TRADE affected workers for out-of-the-area job search activity. Reimburse 100% of allowable costs to \$1,500 for job search outside the normal commuting area (50 mile radius from residence), 365 days from layoff or certification date, or 182 days after training.

Relocation Allowances (TAA)

Funds available to reimburse TRADE affected workers for relocation if employment is secured out of the area 50 miles away. 100% of expensed of moving worker, family, and household goods; and three times weekly wage up to \$1,500 must be accessed within 425 days of layoff or petition certification date, or 182 days after completion of training.

Training (TAA)

Funds available to pay for training for TRADE affected workers at a reasonable cost.. Training must be full time and be completed within 104 weeks.

Reemployment Trade Adjustment Assistance (RATAA)

A cash subsidy to eligible TRADE affected workers, age 50 or older, that obtain new, full-time employment within 26 weeks of their layoff date. Individuals may receive half of the difference between their old and new wage for two years or \$12,000 whichever comes first. These funds are only available if the TRADE Act petition is certified for ATAA.

Health Coverage Tax Credit (HCTC)

A federal tax credit equal to 80% of the amount a TRADE affected worker pays for qualified health coverage for themselves and their family members which is administered by the Internal Revenue Service. Individual must be collecting Unemployment Compensation, Trade Readjustment Assistance, or Reemployment Trade Adjustment Assistance and has obtained a waiver of the training requirement or be in training.

**OLDER WORKERS/SENIOR COMMUNITY SERVICE
EMPLOYMENT PROGRAM SERVICES**

This program is authorized under Title V of the Older Americans Act of 1965. It is designed for individuals age 55 and older and provides subsidized work experience and training at public and private non-profit agencies or organizations. Worksites are selected for this program based on their ability to provide meaningful community service work, proper supervision and skill development opportunities.

NUMBER SERVED:

7/1/05 to 6/30/06: 35

7/1/06 to 6/30/07: 37

7/1/07 to 6/30/08: 27

7/1/08 to 6/30/09: 32

7/1/09 to 6/30/10: 38

7/1/10 to 6/30/11: 33

**UNIVERSAL WORKFORCE SERVICES ARE OFFERED PLUS THE FOLLOWING
OLDER WORKERS/SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM
SERVICES**

- Subsidized Employment
- Work Experience
- Workshops
- Unsubsidized Employment Assistance

**DEFINITIONS OF OLDER WORKERS/SENIOR COMMUNITY SERVICE
EMPLOYMENT PROGRAM SERVICES**

Subsidized Employment

Older workers are paid a minimum wage of \$7.25 per hour for 20-25 hours per week.

Work Experience

Work is a planned, structured learning experience that takes place in the non-profit sector at a workplace for a limited period of time. Work experience is designed to enable older workers the experience to update their skills. Work experience must be subsidized.

Workshops

Participants can attend workshops pertaining to Basic Computer, Microsoft Word, Internet Job Search, Job & Labor Market, WinWay Resume preparation and many more.

Unsubsidized Employment Assistance

Participants are notified when an employer posts a job on CWDS that is compatible with their skills. Participant can look at all posted jobs on CWDS.

INDIVIDUALS WITH DISABILITIES SERVICES

Individuals with disabilities are defined as having a physical or mental impairment that substantially limits one or more of their major life activities.

NUMBER SERVED:

7/1/05 to 6/30/06: 305	7/1/06 to 6/30/07: 336
7/1/07 to 6/30/08: 334	7/1/08 to 6/30/09: 390
7/1/09 to 6/30/10: 424	7/1/10 to 6/30/11: 379

UNIVERSAL WORKFORCE SERVICES ARE OFFERED PLUS THE FOLLOWING INDIVIDUALS WITH DISABILITIES SERVICES

- Case Management Services offered by the Office of Vocational Rehabilitation
- Assisted Listening Device/TTY/TDD (Telecommunication Devices for the Deaf)/Zoom Text/JAWS (Job Access With Speech)
- Sign Interpreter
- Brailled Material

DEFINITIONS OF INDIVIDUAL WITH DISABILITIES SERVICES

Case Management Services offered by the Office of Vocational Rehabilitation

Case Management is a client-centered approach to the delivery of services for Workforce Investment Act (WIA) eligible individuals. The customer is assigned a Case Manager who assists customers with a variety of personal, financial, educational, employment or programmatic problems to help them return to the labor market in full-time employment.

Assisted Listening Device/TTY/TDD (Telecommunication Devices for the Deaf)/Zoom Text/JAWS (Job Access With Speech)

Computer software or devices for the hearing or visually impaired are available for customers which allows them to independently access services.

Sign Interpreter

Contracted through the Center for Independent Living for customers and available for PA CareerLink® Lehigh Valley services and events.

Brailled Material

Materials are brailled through the Association for the Blind & Visually Impaired.



VETERANS SERVICES

A Veteran is defined as a person who: served on active duty for a period of more than 180 days and was discharged or released with an honorable discharge; or was discharged or released from active duty because of a service-connected disability; or as a member of the reserve component under an order to active duty pursuant to section 1230 1(a), (d), or (g), 12304 of title 10, served on active duty during a period of war or in a campaign or expedition for which a campaign badge is authorized and was discharged or released from such duty with other than a dishonorable discharge.

VETERANS SERVED:

7/1/07 to 6/30/08:	710	7/1/08 to 6/30/09:	878
Allentown:	560	Allentown:	704
Easton:	150	Easton:	174
7/1/09 to 6/30/10:	862	7/1/10 to 6/30/11:	751
Allentown:	661	Allentown:	574
Easton:	201	Easton:	177

UNIVERSAL WORKFORCE SERVICES ARE OFFERED PLUS THE FOLLOWING VETERANS SERVICES

- Career Guidance
- Referral to Employment
- Job Development
- Referral to Training
- Referral to Supportive Service

DEFINITIONS OF VETERANS SERVICES

Career Guidance

This service involves one-on-one counseling with the veteran and a Veteran's Employment Representative regarding career goals and aspirations. Through the utilization of the available career exploration workshops and of the career guidance software, veterans are assisted in making career choices. Also taken into consideration are the individual's current knowledge, skills, abilities, and the availability of suitable opportunities currently in the labor market.

Referral to Employment

Veterans Employment Representatives make referrals to specific job openings currently listed on the PA CareerLink[®] State website. Referrals are made seeking to match the individuals experience, education and interests with current job openings.

Job Development

Veterans Employment Representatives, who are a part of the Business and Industry Relations Team, contact employers to develop a job opening on behalf of a specific veteran with a specific set of skills and abilities.

Referral to Training

Veterans Employment Representatives assist Veterans who are interested in or in need of training services. Staff discusses the available training programs and directs them to the most appropriate training program and provider.

Referral to Supportive Service

Assistance is provided to veterans who are in need of any additional service that would support their training and/or employment activities such as referrals to resume writing workshops, the Veterans Outpatient Clinic, and community outreach forums sponsored by the state legislators or county veteran's officials.

Pennsylvania

Lehigh Valley Workforce Investment Board, Inc.

PENNSYLVANIA PROFILE RE-EMPLOYMENT PROGRAM (,)

The Profile Re-Employment Program (PREP) is Pennsylvania's version of the previously federally mandated Worker Profiling and Re-employment Service system. PREP is designed to identify claimants who are most likely to exhaust unemployment compensation (UC) benefits and may need assistance to find a new job. Claimants are identified for PREP when they file for UC and receive their first payments.

A statistical model is used to determine the probability of a claimant exhausting benefits. Claimants are NOT selected for PREP if they are involved in a labor dispute, have a definite date of return to employment, obtain employment from a union hiring hall, are self-employed, working on commission, operating a farm, working full- or part-time for an employer, or serving in the military.

NUMBER SERVED:

7/1/05 to 6/30/06:	1,091	7/1/06 to 6/30/07:	1,291
Allentown:	719	Allentown:	838
Easton:	372	Easton:	453
7/1/07 to 6/30/08:	1,074	7/1/08 to 6/30/09:	1,379
7/1/09 to 6/30/10:	1,741	7/1/10 to 6/30/11:	1,133

THE FOLLOWING PREP SERVICES ARE OFFERED

- Introduction to PA CareerLink® Workforce Services
- Assessment of Occupational Needs
- Job Search and Placement Assistance
- Personalized Referral Network
- Referral to Training
- Referral to Supportive Service

DEFINITIONS OF PROFILE RE-EMPLOYMENT (PREP) SERVICES)

Introduction to PA CareerLink® Workforce Services

Facilitated group sessions are conducted daily by PA CareerLink® staff to explain workforce services available through PA CareerLink® Lehigh Valley's comprehensive workforce centers located in Allentown and Easton. Sessions are offered in both English and Spanish. Workforce services such as training opportunities, job and labor market information, employer recruitments, youth services and literacy classes are covered in the presentation. A tour of the computerized Career Resource Center (CRC) is given, which is the hub of job search activities.

Assessment of Occupational Needs

Identify strengths or barriers to getting a new job. Identify career goals and/or vocational interest, employment, training and support services needed.

Job Search and Placement Assistance

- Staff assists in reviewing employment options.
- Access to all on-site workshops.
- Access to resources in the Career Resource Center.
- Access to PA CareerLink® Lehigh Valley web based employment opportunities.

Personalized Referral Network

Referrals are individually made to appropriate organizations, if the requested services are not available through PA CareerLink® Lehigh Valley.

Referral to Training

Veterans Employment Representatives assist Veterans who are interested in or in need of training services. Staff discusses the available training programs and directs them to the most appropriate training program and provider.

Referral to Supportive Service

Assistance is provided to veterans who are in need of any additional service that would support their training and/or employment activities such as referrals to resume writing workshops, the Veterans Outpatient Clinic, and community outreach forums sponsored by the state legislators or county veteran's officials.

YOUTH PROGRAMS

- 1. IN-SCHOOL YOUTH, DISADVANTAGED**
- 2. IN-SCHOOL YOUTH 5% PROGRAM**
- 3. IN-SCHOOL YOUTH TEMPORARY ASSISTANCE FOR NEEDY FAMILIES**
- 4. OUT-OF-SCHOOL YOUTH, DISADVANTAGED PROGRAM**
- 5. OUT-OF-SCHOOL YOUTH 5% PROGRAM**
- 6. OUT-OF-SCHOOL YOUTH TEMPORARY ASSISTANCE FOR NEEDY FAMILIES PROGRAM**
- 7. IN-SCHOOL YOUTH, AMERICAN REINVESTMENT AND RECOVERY ACT**
- 8. OUT-OF-SCHOOL YOUTH, AMERICAN REINVESTMENT AND RECOVERY ACT**
- 9. IN-SCHOOL YOUTH, TEMPORARY ASSISTANCE FOR NEEDY FAMILIES EMERGENCY CONTINGENCY FUNDS, WAY TO WORK**
- 10. OUT-OF-SCHOOL YOUTH, TEMPORARY ASSISTANCE FOR NEEDY FAMILIES EMERGENCY CONTINGENCY FUNDS, WAY TO WORK**

YOUTH PROGRAM

1. IN-SCHOOL YOUTH, DISADVANTAGED

An individual who is not less than 14 and not more than 21 years of age and is currently attending elementary, intermediate, junior high, senior high or alternative school, is considered an in-school youth. To be considered disadvantaged, the individual meets one of the following low-income categories: cash public assistance; total gross family income (70% Lower Living Standard Income Level guideline) for the number of people in their family; currently receiving food stamps or was eligible to receive within last 6 months; homeless, foster child, or a person with a documented disability and meets total gross family income (70% Lower Living Standard Income Level guideline) for a family of one.

In addition, the individual has one or more of the following barriers: Basic Skills Deficient; Homeless, Runaway, or Foster Child; Offender; or is an individual (including a youth with a disability) who requires additional assistance to complete an educational program or to secure and hold employment.

PY 2010 included Temporary Assistance For Needy Families Emergency Contingency Funds for 12 of the 62 in the first quarter.

NUMBER SERVED:

7/1/06 to 6/30/07:	211	7/1/07 to 6/30/08:	184
7/1/08 to 6/30/09:	155	7/1/09 to 6/30/10:	151
7/1/10 to 6/30/11:	87		

UNIVERSAL WORKFORCE SERVICES ARE OFFERED (EXCEPT FOR ENGLISH AS A SECOND LANGUAGE AND GENERAL EDUCATIONAL DEVELOPMENT, LEHIGH VALLEY PROFESSIONAL NETWORKING GROUP AND THE VETERANS EMPLOYMENT SERVICES) PLUS THE FOLLOWING YOUTH PROGRAMS

- Youth Employment and Training Programs, ages 14-21
- Work Experience
- Twelve Month Follow-Up Activities
- Work Readiness Skills Training
- Mentoring
- Career Awareness
- Needs Based Payments
- Remediation
- Academic Enrichment
- Community Work Projects
- Case Management Services (English & Spanish)
- Supportive Services

2. IN-SCHOOL YOUTH 5% PROGRAM

An individual who is not less than 14 and not more than 21 years of age and is currently attending elementary, intermediate, junior high, senior high or alternative school is considered an in-school youth.

The individual is not low income with a barrier and meets one of the following exceptions: Basic Skills Deficient; Behind Grade Level; Pregnant or Parenting; Individual with disabilities, including learning disabilities; Homeless or runaway; Offender; is one or more grade levels below the grade level appropriate for his/her age; at risk of dropping out of school without workforce development services. (In-school youth only)

NOTE: Not more than 5% of participants served in the local area may be individuals who do not meet the disadvantaged youth criteria.

NUMBER SERVED:

7/1/06 to 6/30/07:	0	7/1/07 to 6/30/08:	0
7/1/08 to 6/30/09:	0	7/1/09 to 6/30/10:	1
7/1/10 to 6/30/11:	0		

UNIVERSAL WORKFORCE SERVICES ARE OFFERED (EXCEPT FOR ENGLISH AS A SECOND LANGUAGE, GENERAL EDUCATIONAL DEVELOPMENT, LEHIGH VALLEY PROFESSIONAL NETWORKING GROUP AND THE VETERANS EMPLOYMENT SERVICES) PLUS THE FOLLOWING YOUTH PROGRAMS

- Youth Employment and Training Programs, ages 14-21
- Work Experience
- Twelve Month Follow-Up Activities
- Work Readiness Skills Training
- Mentoring
- Career Awareness
- Needs Based Payments
- Remediation
- Academic Enrichment
- Community Work Projects
- Case Management Services (English & Spanish)
- Supportive Services

3. IN-SCHOOL YOUTH TEMPORARY ASSISTANCE FOR NEEDY FAMILIES PROGRAM DEVELOPMENT FUNDS

An individual who is not less than 5 and not more than 18 years of age and is currently attending elementary, intermediate, junior high, senior high or alternative school, is considered an in-school youth. To be considered Temporary Assistance for Needy Families (TANF), the individual meets one of the following low-income categories: cash public assistance; total gross family income (235% Poverty Income Level guideline) for the number of people in their family; currently receiving food stamps or was eligible to receive within the last 6 months; homeless; foster child; or a person with a documented disability and meets total gross family income (235% Poverty Income Level guideline) for a family of one.

NUMBER SERVED:

7/1/06 to 6/30/07:	249	7/1/07 to 6/30/08:	30
7/1/08 to 6/30/09:	19	7/1/09 to 6/30/10:	26

YOUTH AND UNIVERSAL WORKFORCE SERVICES ARE OFFERED (EXCEPT FOR ENGLISH AS A SECOND LANGUAGE, GENERAL EDUCATIONAL DEVELOPMENT, LEHIGH VALLEY PROFESSIONAL NETWORKING GROUP AND THE VETERANS EMPLOYMENT SERVICES) PLUS THE FOLLOWING YOUTH PROGRAMS

- Youth Employment and Training Programs, ages 14-21
- Work Experience
- Twelve Month Follow-Up Activities
- Work Readiness Skills Training
- Mentoring
- Career Awareness
- Needs Based Payments
- Remediation
- Academic Enrichment
- Community Work Projects
- Case Management Services (English & Spanish)
- Supportive Services



4. OUT-OF-SCHOOL YOUTH DISADVANTAGED PROGRAM

An individual who is not less than 14 and not more than 21 years of age and a high school dropout or recipient of a secondary school diploma or its recognized equivalent, is considered an out-of-school youth. To be considered disadvantaged, the individual meets one of the following low-income categories: cash public assistance, total gross family income (70% guideline) for the number of people in their family; currently receiving food stamps or was eligible to receive within the last six months, homeless; foster child, or a person with a documented disability and meets the total gross family income (70% guideline) for a family of one.

In addition, the individual has one of more of the following barriers:

- Basic Skills Deficient;
- School Dropout; Homeless, Runaway, or Foster Child;
- Offender; or
- Is an individual (including a youth with a disability) who requires additional assistance to complete an educational program or to secure and hold employment.

NUMBER SERVED:

7/1/06 to 6/30/07:	37	7/1/07 to 6/30/08:	45
7/1/08 to 6/30/09:	43	7/1/09 to 6/30/10:	51
7/1/10 to 6/30/11:	41		

UNIVERSAL WORKFORCE SERVICES ARE OFFERED PLUS THE FOLLOWING YOUTH PROGRAMS

- Youth Employment and Training Programs, ages 14-21
- Work Experience
- Twelve Month Follow-Up Activities
- Work Readiness Skills Training
- Mentoring
- Career Awareness
- Needs Based Payments
- Remediation
- Academic Enrichment
- Community Work Projects
- Case Management Services (English & Spanish)
- Supportive Services



5. OUT-OF-SCHOOL YOUTH 5% PROGRAM

An individual, who is not less than 14 and not more than 21 years of age and a high school dropout or recipient of a secondary school diploma or its recognized equivalent, is considered an out-of-school youth. The individual is not low income with a barrier and meets one of the following exceptions:

- School dropout; Basic Skills Deficient; Behind Grade Level; Pregnant or Parenting Individual with disabilities including learning disabilities; Homeless or Runaway; Offender.
- Has a demonstrated inability to command sustained employment at a wage rate adequate to make him/her self-sufficient (Out-of School Youth Only).

NOTE: Not more than 5% of participants served in the local area may be individuals who do not meet the disadvantaged youth criteria.

NUMBER SERVED:

7/1/06 to 6/30/07:	3	7/1/07 to 6/30/08:	4
7/1/08 to 6/30/09:	7	7/1/09 to 6/30/10:	7
7/1/10 to 6/30/11:	1		

UNIVERSAL WORKFORCE SERVICES ARE OFFERED PLUS THE FOLLOWING YOUTH PROGRAMS

- Youth Employment and Training Programs, ages 14-21
- Work Experience
- Twelve Month Follow-Up Activities
- Work Readiness Skills Training
- Mentoring
- Career Awareness
- Needs Based Payments
- Remediation
- Academic Enrichment
- Community Work Projects
- Case Management Services (English & Spanish)
- Supportive Services

6. OUT-OF-SCHOOL YOUTH TEMPORARY ASSISTANCE FOR NEEDY FAMILIES PROGRAM DEVELOPMENT FUNDS

An individual, who is not less than 14 and not more than 18 and a high school dropout or recipient of a secondary school diploma or its recognized equivalent, is considered an out-of-school youth. To be considered Temporary Assistance For Needy Families (TANF), the individual meets one of the following low-income categories: cash public assistance; total gross family income (235% Poverty Income Level guideline) for the number of people in their family; currently receiving food stamps or was eligible to receive within last 6 months; homeless; foster child; or a person with a documented disability and meets the total gross family income (235% Poverty Income Level guideline) for a family of one.

NUMBER SERVED:

7/1/07 to 6/30/07:	6	7/1/07 to 6/30/08:	7
7/1/08 to 6/30/09:	16	7/1/09 to 6/30/10:	8

UNIVERSAL WORKFORCE SERVICES ARE OFFERED PLUS THE FOLLOWING YOUTH PROGRAMS

- Youth Employment and Training Programs, ages 14-21
- Work Experience
- Twelve Month Follow-Up Activities
- Work Readiness Skills Training
- Mentoring
- Career Awareness
- Needs Based Payments
- Remediation
- Academic Enrichment
- Community Work Projects
- Case Management Services (English & Spanish)
- Supportive Services

7. IN-SCHOOL YOUTH, AMERICAN REINVESTMENT AND RECOVERY ACT

An individual who is not less than 14 and not more than 24 years of age and is currently attending elementary, intermediate, junior high, senior high or alternative school, is considered an in-school youth. To be considered disadvantaged, the individual meets one of the following low-income categories: cash public assistance; total gross family income (70% Lower Living Standard Income Level guideline) for the number of people in their family; currently receiving food stamps or was eligible to receive within last 6 months; homeless, foster child, or a person with a documented disability and meets total gross family income (70% Lower Living Standard Income Level guideline) for a family of one.

In addition, the individual has one or more of the following barriers: Basic Skills Deficient; Homeless, Runaway, or Foster Child; Offender; or is an individual (including a youth with a disability) who requires additional assistance to complete an educational program or to secure and hold employment.

PY 2010 included Temporary Assistance For Needy Families Emergency Contingency Funds

NUMBER SERVED:

4/1/09 to 6/30/09: 115

7/1/09 to 6/30/10: 197

7/1/10 to 6/30/11: 28

UNIVERSAL WORKFORCE SERVICES ARE OFFERED (EXCEPT FOR ENGLISH AS A SECOND LANGUAGE AND GENERAL EDUCATIONAL DEVELOPMENT, LEHIGH VALLEY PROFESSIONAL NETWORKING GROUP AND THE VETERANS EMPLOYMENT SERVICES) PLUS THE FOLLOWING YOUTH PROGRAMS

- Youth Employment and Training Programs, ages 14-24
- Work Experience
- Twelve Month Follow-Up Activities
- Work Readiness Skills Training
- Mentoring
- Career Awareness
- Needs Based Payments
- Remediation
- Academic Enrichment
- Community Work Projects
- Case Management Services (English & Spanish)
- Supportive Services

8. OUT-OF-SCHOOL YOUTH, AMERICAN REINVESTMENT AND RECOVERY ACT

An individual who is not less than 14 and not more than 24 years of age and a high school dropout or recipient of a secondary school diploma or its recognized equivalent, is considered an out-of-school youth. To be considered disadvantaged, the individual meets one of the following low-income categories: cash public assistance, total gross family income (70% guideline) for the number of people in their family; currently receiving food stamps or was eligible to receive within the last six months, homeless; foster child, or a person with a documented disability and meets the total gross family income (70% guideline) for a family of one.

In addition, the individual has one of more of the following barriers:

- Basic Skills Deficient;
- School Dropout; Homeless, Runaway, or Foster Child;
- Offender; or
- Is an individual (including a youth with a disability) who requires additional assistance to complete an educational program or to secure and hold employment.

NUMBER SERVED:

4/1/09 to 6/30/09: 38

7/1/09 to 6/30/10: 178

7/1/10 to 6/30/11: 14

UNIVERSAL WORKFORCE SERVICES ARE OFFERED PLUS THE FOLLOWING YOUTH PROGRAMS

- Youth Employment and Training Programs, ages 14-24
- Work Experience
- Twelve Month Follow-Up Activities
- Work Readiness Skills Training
- Mentoring
- Career Awareness
- Needs Based Payments
- Remediation
- Academic Enrichment
- Community Work Projects
- Case Management Services (English & Spanish)
- Supportive Services

9. IN-SCHOOL YOUTH, TEMPORARY ASSISTANCE FOR NEEDY FAMILIES EMERGENCY CONTINGENCY FUNDS, WAY TO WORK

An individual who is not less than 14 and not more than 18 years of age and is currently attending elementary, intermediate, junior high, senior high or alternative school, is considered an in-school youth. To be considered Temporary Assistance for Needy Families (TANF), the individual meets one of the following low-income categories: cash public assistance; total gross family income (235% Poverty Income Level guideline) for the number of people in their family; currently receiving food stamps or was eligible to receive within the last 6 months; homeless; foster child; or a person with a documented disability and meets total gross family income (235% Poverty Income Level guideline) for a family of one.

NUMBER SERVED:

7/1/10 to 6/30/11: 116

UNIVERSAL WORKFORCE SERVICES ARE OFFERED (EXCEPT FOR ENGLISH AS A SECOND LANGUAGE AND GENERAL EDUCATIONAL DEVELOPMENT, LEHIGH VALLEY PROFESSIONAL NETWORKING GROUP AND THE VETERANS EMPLOYMENT SERVICES) PLUS THE FOLLOWING YOUTH PROGRAMS

- Youth Employment and Training Programs, ages 14-24
- Work Experience
- Twelve Month Follow-Up Activities
- Work Readiness Skills Training
- Mentoring
- Career Awareness
- Needs Based Payments
- Remediation
- Academic Enrichment
- Community Work Projects
- Case Management Services (English & Spanish)
- Supportive Services

10. OUT-OF-SCHOOL YOUTH, TEMPORARY ASSISTANCE FOR NEEDY FAMILIES EMERGENCY CONTINGENCY FUNDS, WAY TO WORK

An individual, who is not less than 14 and not more than 18 prior to September 30 and a high school dropout or recipient of a secondary school diploma or its recognized equivalent, is considered an out-of-school youth. To be considered Temporary Assistance For Needy Families (TANF), the individual meets one of the following low-income categories: cash public assistance; total gross family income (235% Poverty Income Level guideline) for the number of people in their family; currently receiving food stamps or was eligible to receive within last 6 months; homeless; foster child; or a person with a documented disability and meets the total gross family income (235% Poverty Income Level guideline) for a family of one.

NUMBER SERVED:

7/1/10 to 6/30/11: 10

UNIVERSAL WORKFORCE SERVICES ARE OFFERED PLUS THE FOLLOWING YOUTH PROGRAMS

- Youth Employment and Training Programs, ages 14-24
- Work Experience
- Twelve Month Follow-Up Activities
- Work Readiness Skills Training
- Mentoring
- Career Awareness
- Needs Based Payments
- Remediation
- Academic Enrichment
- Community Work Projects
- Case Management Services (English & Spanish)
- Supportive Services

DEFINITIONS OF YOUTH PROGRAM SERVICES

Youth Employment and Training Programs, ages 14-24

Program activities that are carried out for Workforce Investment Act eligible youth ages 14-21 or for American Reinvestment and Recovery Act eligible youth ages 14-24 and include the following 10 elements:

1. Tutoring and similar services, including dropout prevention strategies, leading to a high school diploma.
2. Alternative education services.
3. Summer employment linked to academic and occupational learning.
4. Paid and unpaid work experience.
5. Occupational skill training.
6. Leadership development, including community service.
7. Supportive services.
8. Adult mentoring during program participation.
9. Follow-up services for at least 12 months.
10. Comprehensive guidance and counseling, including drug and alcohol abuse.

Work Experience

Work experience is a planned, structured learning experience that takes place in the private, for-profit sector; the non-profit sector; or the public sector at a workplace for a limited period of time. Work experience is designed to enable youth to gain exposure to the working world and its requirements. Work experience may be subsidized or unsubsidized.

Twelve Month Follow-Up Activities

All youth participants receive follow-up activities for a minimum duration of 12 months after they leave the program. The types of follow up activities provided are determined based on the needs of the individual and may include:

- Leadership development and supportive service activities
- Regular contact with a youth participant's employer, including assistance in addressing work-related problems that arise
- Assistance in securing better paying jobs, career development and continuing education
- Work-related peer support groups
- Adult mentoring, and
- Tracking the progress of youth in employment after training

Work Readiness Skills Training

Work readiness skills training is instruction in employability or generic workplace skills and usually includes the following:

- Types of careers available
- Job/career qualifications
- Interview techniques
- Local employment opportunities
- Job search techniques
- Resume writing
- Job keeping and job changing techniques
- Attendance
- Punctuality
- Task completion
- Interpersonal skills
- Attitude/behavior
- Appearance
- Labor Market orientation

Mentoring

Mentoring pairs a youth with an individual experienced in a career/job/occupation in order to obtain good examples of employment, experience, qualifications and education necessary for a specific career/job/occupation.

Career Awareness

Career Awareness activities assist youth to expand their understanding of the world of work by identifying career pathways and specific occupations within pathways, developing respect for workers in all fields, locating and researching information about specific occupations, and developing an initial understanding of educational and training requirements.

In addition, youth may be provided current, comprehensive, and in-depth information about careers, including detailed descriptions of typical duties, responsibilities, and tasks, projections on employment openings (local, state and national), an understanding of working conditions, current income and benefits ranges, educational requirements and opportunities, and opportunities for advancement. Career Awareness activities also provide students with a better understanding of the changing nature of careers due to technological advances, the impact of a global economy, and the anticipation of the need for individuals to change careers several times during the course of a lifetime.

Stipend

Any youth enrolled in an academic enrichment, career awareness, basic and occupational skills training or work readiness will receive a non-taxable stipend. Out-of-School youth will receive a stipend of \$8.00 for each hour of participation. In-School youth will receive a stipend of \$7.25 for each hour of participation

Remediation

Remediation or remedial education provides instructional activities for youth functioning at or below an 8.9 grade level in math and/or reading.

Remediation may include testing to determine gaps or deficiencies, basic educational skills instruction, and tutoring.

Academic Enrichment

Academic Enrichment provides instructional activities for youth functioning above a 9.0 grade level in math and/or reading.

Enrichment activities usually include instruction in more advanced and diverse educational skills.

Community Work Projects

Community work projects are employment experience projects that usually involve a group or team of youth working on a project to improve a local community's quality of life. Projects may include neighborhood improvement, health care, public safety, social services, and education services.

Case Management Services (English & Spanish)

Case Management is a client-centered approach to the delivery of services for Workforce Investment Act (WIA) eligible individuals. The customer is assigned to a specific Workforce

Development Professional who will assist the individual with the solution of a variety of personal, financial, educational, employment or programmatic problems occurring during participation. The ultimate goal is to assist the customer to obtain full-time employment. These sessions may be held in either English or Spanish depending on the language skills of the customer.

Supportive Services

Financial Services are provided to assist individuals with their child care and transportation costs, such as parking or bus passes, while they participate in skills training.



SELF-EMPLOYMENT ASSISTANCE PROGRAM

Dislocated workers who have a business idea that can become operational during their unemployment compensation eligibility period are assisted through counseling, classes and general assistance.

NUMBER SERVED:	FUNDING:
7/1/05 to 6/30/06: 53	\$110,666
7/1/06 to 6/30/07: 56	\$123,987
7/1/07 to 6/30/08: 11	\$14,694
7/1/08 to 6/30/09: 10	\$24,819
7/1/09 to 6/30/10: 0	\$0
7/1/10 to 6/30/11: 0	\$0

THE FOLLOWING SELF-EMPLOYMENT SERVICES ARE OFFERED

- Fifteen hours of individual counseling through a professional small business consultant.
- Thirty three hours of classroom training at the LCCC Donley Center.
- Optional eight hours of QuickBooks training.
- A \$200 allowance to attend networking events sponsored by appropriate Chamber of Commerce, apply towards a membership with an appropriate Chamber of Commerce or various other business-related organizations, or attend non-skills specific business-related education classes, seminars, or workshops.
- Program completers will receive a one-year paid subscription to QuickBooks On-line Edition internet-based accounting software for their business.

Pennsylvania

Lehigh Valley Workforce Investment Board, Inc.

EMPLOYMENT ADVANCEMENT AND RETENTION NETWORK (EARN) SERVICES

The Employment Advancement and Retention Network (EARN) program is designed to provide comprehensive activities and services to individuals newly applying for Temporary Assistance for Needy Families (TANF) benefits as well as on-going TANF benefit recipients. The goal of the program is to support participants in achieving successful employment outcomes as they move toward self-sufficiency.

Employment Advancement and Retention Network consists of two components:

The Work Support Component provides job placement services to Temporary Assistance for Needy Families (TANF) applicants. Clients enrolled in this component engage in employability skills, career guidance, and directed job search curriculum for up to eight weeks.

The Career Development Component provides a full range of employment and training activities to include vocational, educational, and work experience options. Skills assessment, individualized career planning, job development, and retention services support optimal job placement and retention.

NUMBER SERVED:

7/1/06 to 6/30/07: 1,830

7/1/07 to 6/30/08: 2,224

7/1/08 to 6/30/09: 2,433

7/1/09 to 6/30/10: 1,950

7/1/10 to 6/30/11: 2,233

UNIVERSAL WORKFORCE SERVICES ARE OFFERED PLUS THE FOLLOWING EMPLOYMENT ADVANCEMENT AND RETENTION NETWORK (EARN) SERVICES:

- Career goal planning and skills assessment
- Ongoing Employment and Training Specialist services
- Resume preparation
- Employment skills classes and individualized job development
- Directed job search and job placement
- Innovative training opportunities
 - Vocational education in business, technology, and customer service
 - Occupational training
 - Lehigh Valley Business Services Center
 - Internships aligned to career goals
 - Post-secondary education
 - Work Keys Career Readiness Certificate preparation and assessment
 - General Education Development (GED), Adult Basic Education (ABE), and English as a Second Language (ESL) instruction
- Work experience activities and subsidized employment
- Employment retention services
- Supportive services including transportation assistance, needs based payments, and skills training tuition through EARN and partnering organizations
- Direct access to community partners



EMPLOYER SERVICES

PA CareerLink® Lehigh Valley assists employers with their workforce development needs, through programs and projects managed by the Business and Industry Relations Team (BIRT).

EMPLOYERS SERVED:

7/1/05 to 6/30/06:	3,023	7/1/06 to 6/30/07:	2,833
Lehigh County:	1,998	Lehigh County:	1,863
Northampton County:	1,025	Northampton County:	970
7/1/07 to 6/30/08:	2,036	7/1/08 to 6/30/09:	1,415
Lehigh County:	1,315	Lehigh County:	948
Northampton County:	721	Northampton County:	467
7/1/09 to 6/30/10:	1,727	7/1/10 to 6/30/11:	2,151
Lehigh County:	1,118	Lehigh County:	1,432
Northampton County:	609	Northampton County:	719

EMPLOYER SERVICES

- Economic Development
- Rapid Response
- On-the-Job Training (OJT)
- Job Order Processing
- Recruitment and Screening
- Assessments
- Job Matching
- Human Resources Assistance
- Commonwealth Workforce Development System (CWDS) Website Training for Employers
- Job Fairs
- Affirmative Action Recruiting Resources
- Professional Community Outreach

DEFINITIONS OF EMPLOYER SERVICES

Economic Development

Provides new business prospects, land developers, industrial park managers and site location firms who are researching the Lehigh Valley as a potential site for a new facility with information on the Lehigh Valley workforce, wage standards, benefit expectations, availability, recruitment assistance, et al.

The following services, tools and information may be provided to employers:

- Center for Workforce Information and Analysis (CWIA)
- Industry Partnerships
- On the Job Training (OJT)
- Customized Job Training (CJT)
- PA Workforce Improvement Network (PA WIN)
- Governor's Action Team
- Guaranteed Free Training – Workforce and Economic Development Network of PA
- Local Educational Institution

Rapid Response

Upon notice of a new firm opening a facility in the Lehigh Valley, the staff works with the firm and coordinates, plans, and executes a complete recruitment plan. This includes advertisements, and coordination of recruitment with other PA CareerLink[®] offices in the region, as well as community based organizations, area churches, and other government entities involved in employment and training rapid response services.

On-the-Job Training (OJT)

Reimbursement to employers of up to 90% of trainee/employee wages during an on the job training period when hiring eligible workers through PA CareerLink[®] Lehigh Valley.

Job Order Processing

Assist employers with the posting of job openings on the Commonwealth Workforce Development System (CWDS) website, monitoring job orders, candidate searching and scheduling interviews.

Recruitment and Screening

Organizes regional recruitment drives for employers to maximize the recruiting effort and to access the best candidate pool for the employer's job openings; screen paper applications and resumes, and screen applicants via telephone or in person. The screened applicant pools are then forwarded to the employer for hiring decisions.

Assessments

Coordinates assessments including: scheduling assessment sessions; facilitation of WorkKeys[®]; Adult Basic Learning Examination (ABLE); Test of Adult Basic Education (TABE) Indicator; or individual employer's skills assessment.

Job Matching

Assists employers with using the www.cwds.state.pa.us website to get the best possible results to match qualified job seekers with the available job openings, screen job candidates to assess their appropriateness through transferable skills to insure the best possible matches.

Human Resources Assistance

Assists employers with the development and implementation of creative, alternative recruitment concepts; recommendations on standard wages and benefits; the impact of different work schedules on recruitment and retention; education and training alternatives; Federal and State tax incentives; information and referral to government agencies and bureaus for additional assistance.

Commonwealth Workforce Development System (CWDS) Training for Employers

Provides training in the use of the www.cwds.state.pa.us website. Training includes employer registration, job postings, candidate matching and opportunities for companies to be a linked by having their logo, business profile and websites posted on the CWDS website.

Job Fairs

Provides several options to employers to participate in job fairs including:

- *Annual PA CareerLink[®] Lehigh Valley Job Fair*
- *Occupation and Industry Specific Job Fairs*
- *Company Specific Recruitment/Job Fairs*

Affirmative Action Recruiting Resources

Maintains the Affirmative Action Recruiting Resources List which is a compendium of all the Community Based Organizations (CBO), Faith Based Organizations (FBO) and other government agencies and bureaus involved in employment and training. Notifies all of these entities regarding job fairs, recruitment projects, job opening announcements and special events to maximize diverse recruitment on behalf of the business community.

Professional Community Outreach

Marketing of the PA CareerLink[®] Lehigh Valley services to local professional, business organizations including Society of Human Resource Management (SHRM), Greater Lehigh Valley Chamber of Commerce (GLVCC), Lions, Rotary, Kiwanis, and the Council of Supply Chain Management Professionals (CSCMP).

LEHIGH VALLEY HEALTHCARE INDUSTRY PARTNERSHIP

Purpose: To provide industry-specific workforce preparation, incumbent worker training, career awareness strategies, partnership outreach and other grant-related activities to strengthen the Healthcare industry cluster in the Lehigh Valley and accelerate training in these high priority occupations.

Goals:

- Improve supervisory and leadership skills
- Build a retention culture and enhance recruitment efforts
- Foster collaboration between industry and education

Outcomes: More than 3,000 incumbent workers have received training

Training and Activities:

- Supervisory and Leadership Skills
- Building a Retention Culture
- Technical Partner/Career Matrix Program
- Youth Continuum
- Advanced Customer Service Training
- High Performance Team Training
- Advanced Level, Industry-Specific Training
- Comprehensive Regional Needs Assessment/Gap Analysis
- Linkages to Regional Career Educational Partnership; Career Awareness Activities (Career Cruising Network; CareerLinking Academies)

Partners:

- Employers: 26
- Education Institutions: 11
- Foundation and Community Stakeholders: 10

Employers:

Arden Courts	Home Health Care Management
Bayada Nurses	Kirkland Village
Cetronia Ambulance	Lehigh Valley Health Network
Coordinated Health	Moravian Hall Square
Country Meadows	Mount Trexler Manor
Easton Home	My Home
Family Answers	Northampton Village
Fellowship Community	Phoebe Ministries
Good Shepherd Rehabilitation Network	Sacred Heart Hospital

Gracedale Nursing Home HCR Manor Care Health Network Laboratories Holy Family Manor	Senior Solutions St. Luke’s Hospital and Health Network Treatment Trends Westminster Village
--	---

Employer Testimonials:

“The Lehigh Valley Healthcare Industry Partnership brings together employment, training, and educational services in a comprehensive and easily accessed system that supports the growth of our Medics.”

- Larry Wiersch, Executive Director, Cetronia Ambulance Corps

“The Lehigh Valley Workforce Investment Board, Inc. has provided a forum for us to meet with area education leaders in order to align career development programs with our industry needs. They have provided us with valuable regional demographic information, and an open forum to discuss employment issues in the Lehigh Valley.”

- AJ Lemheney, Administrator, Division of Education, Lehigh Valley Health Network

LEHIGH VALLEY DIVERSIFIED MANUFACTURING INDUSTRY PARTNERSHIP

Purpose:

To provide Lehigh Valley diversified manufacturers access to workforce training programs they have identified as vital to preserving their domestic success and increasing their ability to compete in an increasingly global market.

Goals:

- Ensure that education and training resources are responsive to manufacturer's needs; foster collaboration between education and industry
- Build partnership capacity
- Foster collaboration between industry and education

Outcomes: More than 2,400 incumbent workers have received training

Training/Activities:

- Manufacturers Leadership Institute
- Strategic Planning
- New Business and Market Development
- Innovation in Manufacturing Process/Six Sigma
- Project Management
- Advanced Level, Industry-Specific Training
- Comprehensive Regional Needs Assessment/Gap Analysis
- Linkages to Regional Career Educational Partnership; Career Awareness Activities (Career Cruising Network; CareerLinking Academies)
- Leveraging federal initiatives such as Careers on the Move/Financial Acumen training

Partners:

- Employers: 100
- Education Institutions: 8
- Foundation and Community Stakeholders: 5

Employers:

<p><u>Metals/Metal Fabricating</u> Accu Machining Center Akrion Alcoa-Howmet Castings, Inc. Aluminum Alloys Angiotech Apollo Metals Arrow International, Inc. Ashland Technologies, Inc. Boyesen, Inc. Bracalente Manufacturing Brey & Krause Manufacturing Cardinal Systems, Inc. Carpenter Technology Corp. Cleveland Steel Consolidated Storage Co., Inc. Dent Manufacturing Eagle Rock Technologies, Inc. EGS Flexlink Systems, Inc. Follet Corporation Graphic Management Association Hindle Power Systems ITT Industries, Goulds Pumps Jeld-Wen, Inc.</p> <p><u>Chemicals/Plastics/Misc. Diversified Mfg</u> Air Products & Chemicals Inc. Alcan Packaging Alcoa Kama Amcors Pet Packaging Ametek, Inc. Arrow International, Inc. Bitronics B. Braun Medical Inc. Bally Ribbon Mills Caravelle Intl., LLC Computer Designs CorTechnologies, Inc. Crayola Cyoptics Dial Dynalene Essroc</p>	<p>John Prosock Machine, Inc. Judson A. Smith Company Knoll, Inc. Loikits Technologies M. B. Mumma, Inc. Metal Sales Manufacturing Corp. Moen of PA Orbel Corporation Otterbine Barebo Precision Technology ProtoCam Reading Alloys, Inc. Rexroth Rhotech, Inc. S&W Metals Seisler Machine & Fabrication Corp. Silberline Manufacturing Co. Solar Technology, Inc. Steel Management Systems, LLC Summit Steel Timet Victaulic Company of America Weldship, Inc. Workmate Manufacturing, Inc.</p> <p>ICI Paints Innovative Office Products J.R. Peters, Inc. Lamson & Sessions Co. Lehigh Valley Plastics Lutron Electronics, Inc. Minerals Tech Muller Martini Omnova Solutions, Inc. OraSure Technologies Packaging Horizons Corp. Polymer Products Puritan Products S&L Plastics, Inc. Sharp Corporation Speck Plastics Specialty Minerals, Inc Starke Millwork</p>
--	---

FMI Follett Corporation FSI Products Grosfillix Highwood USA, LLC Hydac Corporation	Straight Arrow Products, Inc. Try-Pak, Inc. Ultra-Poly, Corp. United Panel, Inc. Wacker Chemical West Chester Plastic
--	--

Employer Testimonials:

“As the person charged with the responsibility of leading my company and its people toward growth, I found the content of MLI Program (Manufacturers Leadership Institute through the Diversified Manufacturing Industry Partnership) a significantly valuable tool in driving the process.”

- Louis DiRenzo, President, Puritan Products, Inc.

“It's truly a breath of fresh air to know that there are people who are supportive of the metalworking community.”

- James A. Wettstein, President, Eagle Rock Technologies, Inc.

**EAST CENTRAL PA LOGISTICS AND TRANSPORTATION
INDUSTRY PARTNERSHIP**

Purpose:

To provide the East Central Logistics and Transportation industry access to the workforce training programs identified as vital to preserving their regional success and to make the region more conducive to attracting and retaining the top quality companies, skilled workers and independent drivers needed for future industry growth and economic success.

Goals:

- Ensure that education and training resources are responsive to manufacturer's needs; foster collaboration between education and industry
- Build partnership capacity
- Facilitate communication and market awareness in the industry cluster
- Feed and grow the labor pool in this industry sector

Outcomes: More than 720 incumbent workers have received training since inception

Training/Activities:

- Supervisory and Leadership Skills
- Coaching Skills
- Aggregated training with Manufacturers Leadership Institute (see above)
- Communication Skills
- Advanced Level, Industry-Specific Training
- Networking Opportunities and Speakers
- Comprehensive Regional Needs Assessment/Gap Analysis
- Linkages to Regional Career Educational Partnership; Career Awareness Activities (Career Cruising Network; CareerLinking Academies)

Partners:

- Employers: 45
- Education Institutions: 8
- Foundation and Community Stakeholders: 9

Employers:

Advance Auto Parts AmeriCold Logistics Ashley Furniture Blanks Moving Blue Linx Corp. Bon Ton Bridgestone/Firestone CAT Logistics, Allentown Cherrydale Farms Coca-Cola Bottling of the Lehigh Valley Con-Way DM Trans DSC Logistics Godiva Chocolates Grundfos Pumps Manufacturing J.C. Penney Logistics Klein Transportation LANTA L.D. Magrowski Transportation L&J Transportation Companies Lehigh Group MCS Industries, Inc. Millard Refrigerated Services	Nestle Logistics Next Day Gourmet Orefield Cold Storage Overnite Transportation Penske Logistics Penske Truck Leasing Phillips Van Heusen Pilot Freight Services Pitt Ohio Express Ryder Schering Plough Shinn Spring Water TBL Services The Lehigh Group Traffic Club of Lehigh Valley UPS Walgreens Distribution Center Ward Trucking Wegmans Distribution Center Westgate Global Logistics Yuasa Battery, Inc. 3 Linx
---	---

Testimonial:

“Penske Logistics is a proud member of the Logistics and Transportation Industry Partnership. As an industry leader, Penske has been able to rely on the partnership for valuable resources including training grants, training tools, networking opportunities, and sharing best industry practices through meetings and outside speakers. We look forward to our continued relationship and support of the Partnership.”

- Barb Miletics, Regional Human Resources Manager, Penske Logistics

LEHIGH VALLEY FOOD AND BEVERAGE INDUSTRY PARTNERSHIP

Purpose:

In partnership with the Montgomery County Workforce Investment Board, the Lehigh Valley Food and Beverage Industry Partnership provides industry-specific workforce preparation, incumbent worker training, career ladder development, partnership outreach and other grant-related activities to strengthen the Food and Beverage industry cluster in the Lehigh Valley.

Goals:

- Foster collaboration between education and industry
- Further develop the partnership
- Facilitate communication and market awareness in the industry cluster

- Communicate career ladders/lattices in high priority occupations

Outcomes: More than 400 incumbent workers have received training since inception

Training/Activities:

- Supervisory and Leadership Skills
- Coaching Skills
- Communication Skills
- Advanced Level, Industry-Specific Training
- Linkages to Regional Career Educational Partnership; Career Awareness Activities (Career Cruising Network; CareerLinking Academies)

Partners:

- Employers: 17
- Education Institutions: 5
- Foundation and Community Stakeholders: 4

Employers:

Ateeco, Inc., Mrs. T's Pierogies Coca-Cola Co./Lehigh Valley Syrup Plant Davis Beverage Group, Inc. Fasig's Coffee House Flavor Right Foods, Inc. George Weston Bakeries Inc. Jaindl Farms Just Born Keystone Snacks Kloss Fun Food	Kraft Foods Nestle Purina PetCare Company Nestle Waters NA Newly Weds Foods Pepsi Premise Maid Candies, Inc. Rosenberger's Dairy Samuel Adams PA Brewery
---	---

**LEHIGH VALLEY FINANCIAL SERVICES/BUSINESS SERVICES/
INFORMATION TECHNOLOGY INDUSTRY PARTNERSHIP**

Purpose:

This partnership operated within a consortium of five Workforce Investment Boards in Northeast PA under the WIRED/Wall Street West federal grant. The Lehigh Valley Financial Services, Business Services, Information Technology Industry Partnership provided incumbent worker training resources for employers and held meetings to understand aggregated employer needs.

Goals:

- Foster collaboration between education and industry
- Facilitate communication and market awareness in the industry cluster

Outcomes: 475 incumbent workers received training under Wall Street West resources

Training/Activities:

- Supervisory, Leadership, Management Skills
- Industry Certification Training
- Advanced Information Technology Training
- Advanced Level, Industry-Specific Training

- Linkages to Regional Career Educational Partnership; Career Awareness Activities (Career Cruising Network; CareerLinking Academies)

Partners:

- Employers: 12
- Education Institutions: 5
- Foundation and Community Stakeholders: 2

Employers:

The Hartford – Catalyst 360 Concannon Miller & Co., Inc. Mauch Chunk Trust Company Acteon Networks, LLC Robertson Insurance Group Andesa Services	JENA Engineering Corp. The Fiber Optic Market Place Buckno Lisicky & Company JAC Technical Services Wells Fargo/Wachovia Fireman’s Fund
--	--

LEHIGH VALLEY ENERGY INDUSTRY PARTNERSHIP

This newly-formed partnership will provide industry-specific workforce preparation, incumbent worker training, career awareness strategies, partnership outreach and other grant-related activities to strengthen the Energy industry cluster in the Lehigh Valley and accelerate training in green, high priority occupations.

Employers:

PPL UGI Utilities UGI HVAC Services, Inc. Met Ed/First Energy Air Products and Chemicals, Inc.	Hydac Pencor Services Inc. Asplundh Henkels & McCoy Ironton Telephone
--	---

EDUCATIONAL INITIATIVES

CareerLinking Academy

The CareerLinking Academy model is a comprehensive career awareness initiative designed for high school students. The model is aligned to the Pennsylvania Department of Education's Academic Standards for Career Education and Work, adheres to federal, state, and local career education initiatives, such as Project 720, High Schools that Work and Lehigh County Career Pathways and may be used as a graduation project. The Academy provides students with the opportunity to participate in a structured program where they will explore career interests and become linked to the world of work and education. A total of five school districts participated in the first CareerLinking Academy pilot and rollout. During 2008, five schools participated in the school district model. Two additional programs focused on specific industry. Good Shepherd Rehabilitation Network hosted a healthcare focused academy and a Science, Technology, Engineering and Mathematics (STEM) CareerLinking Academy was conducted during the summer of 2008. Seven schools have requested funding to complete academies during the spring of 2008. In 2010, five public schools, one charter school and the DaVinci Science Center provided CareerLinking Academies to nearly 200 students. Since 2006 nearly 1,800 students participated in Lehigh Valley CareerLinking Academies.

Lehigh Valley Gateways

The Lehigh Valley Workforce Investment Board, Inc. was awarded \$100,000 in March 2006 to implement the Lehigh Valley Gateways program, a career awareness initiative that incorporates the Career Pathways, Project 720 and High Schools That Work models, and promotes the continuum of education, from high school to career and technical school to community college to a four-year institution to lifelong learning. Another \$100,000 was awarded in March 2007. An additional \$70,000 was awarded in 2008, 2009 and 2010.

Through the components of the Lehigh Valley Gateways program, students, teachers, counselors, and parents will continue to receive valuable job and labor market information, be connected to employers through job shadow opportunities, and will understand the skills/education/training necessary for today's workforce. A Workforce Coordinator will serve as a year-round intermediary to solidify these connections between students, educators, school counselors and parents with career preparation activities and employment opportunities available through PA CareerLink® Lehigh Valley's workforce system.

Career Gates and Associated Teacher Guides

Career Gates is an NETA award winning e-media program developed, designed and produced in partnership with PBS Channel 39. The Career Gates videos are a series of workforce and training tools, including DVD's, Digital Learning Channel television shows, and web-based streaming video. The tools highlight Lehigh Valley job and labor market information, critical workforce needs, targeted industry clusters, training services at PA CareerLink® Lehigh Valley, high priority/high demand occupations, and career pathways. Teacher guides have been developed to supplement the Career Gates series and consist of video description, air times,

additional resources, discussion questions and activities for the classroom, all linked to Pennsylvania State Academic Standards. Videos and teacher guides are available on the www.careerlinklehighvalley.org and www.wlvt.org websites. The LVWIB You Tube Channel allows world-wide access to the entire Career Gates series.

Current Career Gates videos include: Virtual Tour, Manufacturing, Logistics, Healthcare, Soft Skills, Technology, and Career Clips.

A statewide compendium of Career Gates videos showcasing regional Workforce Investment Area industries was launched on December 12, 2007.

The series continued with the launch of the Take One Step DVD in the spring of 2009. This DVD encourages students to take one step toward staying in school.

In 2010, an employer driven series called VICTORY – (Vision, Integrity, Communication, Organization, Resilience, Yes Attitude.) provided Lehigh Valley educators segments and supplemental activities that illustrate employability skills needed in the workplace.

Lehigh Valley Business Education Partnership

In 2009 the Lehigh Valley Business Education Partnership became a subsidiary of the Lehigh Valley Workforce investment Board, Inc. The partnership focuses on business-education collaboration to effectively prepare students to become productive citizens and employees.

Career Awareness Course

In the fall of 2010, Catasauqua High School piloted a career awareness course to its freshman class. This course, co-taught by B Braun employees exposes students to industry professionals and current Lehigh Valley job and labor market requirements. Students will explore careers at B. Braun in each of the four Lehigh Valley career pathways. B. Braun employees will share with student's information about their own career paths which is aligned to the Academic Standards for Career Education and Work. During this course students will hear from industry professionals, tour the Lehigh Career and Technical School and B. Braun, and gain an understanding of educational and employer lifelong learning.

Career Cruising

Career Cruising is an interactive, web-based career resource tool used in the PA CareerLink® Lehigh Valley Allentown and Easton sites, and used through Lehigh Valley schools as part of the Career Pathways program. Career Cruising incorporates assessment tools, detailed occupation profiles, and comprehensive post-secondary education information, to aid in the career exploration and planning process.

Career Cruising Network brings together students, business and educators in ways that will help students turn their career plans into reality, help companies build their future workforce and help educators provide meaningful career guidance. Through the Career Development Opportunities module businesses can post opportunities for job shadows, mentoring opportunities, internships, and much more.

Educator Orientations

The Lehigh Valley Workforce Investment Board, Inc. provides workforce development orientations to educators through the Lehigh Valley to present job and labor market information,

career awareness tools (including the CareerLinking Academy model) connections to the PA CareerLink[®] Lehigh Valley workforce system, and much more.

Business and Industry Tours for Educators

Employer tours are arranged for educators to highlight Lehigh Valley high growth industries and associated high priority/high demand occupations within these companies. During these employer site tours, company representatives focus on the necessary skills, education and training required. Educators use this valuable information in career discussions and exploration activities with students.

Career Awareness Month/Health Careers Week

Career Awareness Month focuses attention on career awareness and options within industry clusters in the greater Lehigh Valley during the month of November. Businesses open their doors for student tours and Lehigh Valley industry clusters, including occupations within these clusters at their facility. Other events are Health Careers Week and Health Careers Essay Contest, which are statewide initiatives to focus attention on the crucial healthcare industry. Take Your Child to Work Day is scheduled in November on a non-school day. Participating companies for Career Awareness Month have included: B. Braun, Inc., Advance Auto Parts, Nestle Purina Pet Care and Cetronia Ambulance Corps.

Intermediary Services

The Lehigh Valley Workforce Investment Board, Inc. provides intermediary services to schools and other organizations including grant partnerships, connections to workforce and other initiatives.

PA Partnerships for Children

Employer roundtables have been held to assist Governor Rendell in developing youth education public policies and action plans. The goal is that every Pennsylvania youth has adequate career preparation and workforce development opportunities to assure that they will ultimately earn a family-sustaining wage in the career of their choosing.

Society for Human Resource Management/Lehigh Valley Workforce Investment Board, Inc./Lehigh Valley Internship/Job Shadowing/Mentorship Program

The Lehigh Valley Workforce Investment Board is collaborating with SHRM to develop a Lehigh Valley wide internship and mentoring program to enhance employability skills for the Valley's youth.

Forums on 21st Century Literacies

Forums on 21st Century Literacies have been held to prepare students for the 21st century economy. The agenda explores the dynamics of a 21st century economy and presents various strategies for Lehigh Valley's educators, workers, employers and the community. Keynote speaker, Ed Barlow, presented a comprehensive view on this important topic.

WIRED/Wall Street West Initiative

A \$15 million dollar, 3-year grant was awarded to the Northeast Pennsylvania Regional Partnership by the U.S. Department of Labor. This initiative is aimed at integrating workforce, education and economic development, the three pillars necessary to align and transform our regional economy. Workforce Innovation Grants have been awarded to various workforce and educational organizations to develop a pipeline of workers for the financial services industry.

The outcomes of WIRED include over 1200 students participating in CareerLinking Academies, 69 school district receiving the Career Cruising software, the establishment of three new business education partnerships, and Career pathway programs for over 100,000 students, and more than 350 educators.

Community Forums

Regional presentations are held for the general public throughout the Lehigh Valley regarding career and job opportunities, job and labor market information and services available through PA CareerLink[®] Lehigh Valley.

Career Advancement Accounts

The Lehigh Valley, Pocono and Montgomery County Workforce Investments Boards have partnered as a pilot region for Career Advancement Accounts. The CAA program gives customers many options to tailor their learning plans for job advancement or obtaining a first job. Specific emphasis will be geared towards low wage workers. All customers who want to be considered for a CAA will be screened for all benefits including WIA and other federal funds. Customers will also be counseled on high priority jobs and growing industries.

Eastern Pennsylvania Network for Education and Workforce

Eastern Pennsylvania Network for Education and Workforce (EP NEW) was developed as a collaborative effort among several eastern PA business-education partnerships. The coalition works together to share and execute important programs for students in many school districts throughout eastern PA. The programs enacted through this initiative will help students make informed career choices. Business leaders contribute information and ideas relevant to business and industry topics, while students learn more about what skills and education are necessary for their career choices.