



**JEFFERSON COUNTY COMMISSION  
COMMUNITY AND ECONOMIC DEVELOPMENT  
DEPARTMENT**

**WORKFORCE INVESTMENT AREA OFFICE**

*WIA is a federally funded program that assists job seekers in obtaining employment. It offers three (3) levels of services to adults, dislocated workers and comprehensive services to youth. The JEFFERSON COUNTY WORKFORCE INVESTMENT AREA (JCWIA) OFFICE provides planning, coordination, monitoring and evaluation services to participating organizations. The JCWIA office works to create and operate a premier workforce development system that fosters economic development by linking employers and job seekers with providers of education and training; educating and training a marketable workforce; and serving as the resource for information and services to meet the needs of Jefferson County's workforce and employers.*

**PROGRAMS**

**ADULT PROGRAM**— Adults, 18 years and older are eligible for core services outreach, job search and placement assistance, and labor market information. Intensive services are available to those who have been unable to find employment and includes comprehensive assessments, counseling and development of individual employment plans and career planning. Training services to those that qualify include both occupational training and training in basic skills. Approved participants use an Individual Training Account (ITA) to select an appropriate training program from a qualified training provider. Priority for intensive training service is given to recipients of public assistance, veterans and other low-income individuals where funds are limited.

**DISLOCATED WORKER PROGRAM**— Generally a dislocated worker is an individual (aged 18 and up) who has been terminated or laid off (through no fault of their own); has received a notice of termination or layoff from employment; is eligible for or has exhausted unemployment insurance; was self-employed but is unemployed as a result of general economic conditions in the community or because of a natural disaster; or is a displaced homemaker who is no longer supported by another family member. This individual is eligible for the same services as presented in the Adult Program (Core Services—Intensive Services—and Training Services).

**YOUTH PROGRAMS**— The Youth Program provides education, training and employment opportunities for low-income youth. Services are tailored to meet the needs of the individual and may include tutoring; study skills training and instruction leading to completion of secondary school; dropout prevention strategies; alternative school services; summer employment opportunities linked to academic and occupational learning; paid and unpaid work experience to include job shadowing and internships; occupational skills training such as vocational classes or On-The-Job training (OJT); leadership development opportunities; supportive services such as transportation and child care; adult mentoring; follow-up services to help individuals who have completed the program; and guidance and counseling.



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**PROGRAMS CONTINUED....**

**INCUMBENT WORKER PROGRAM**— The Incumbent Worker Training Program provides financial assistance to qualifying Alabama for-profit companies to provide skills training to full-time, permanent company workers. Training must be a business necessity that will enhance the companies' abilities to compete in global economies, expand present markets, and help ensure the permanency of the business in Alabama. For workers, the training will upgrade present work skills, heighten job security, provide marketable skills, and increase the possibility of higher wages and promotional opportunities. The JCWIA staff administers, monitors, evaluates, and provides fiscal and agreement compliance assistance during the training process. The maximum funding award for training projects is \$50,000 and the initial agreement duration may not exceed twelve months.

**RAPID RESPONSE**— (Worker Adjustment & Retraining Notification Act—WARN Act) This program provides services to employers with employees facing upcoming layoffs—60 day advance notice of plant closings/mass layoffs. Rapid Response provides a quick response to upcoming layoffs; helps in conducting an orderly shutdown; pre-layoff services designed to help employees shorten their transition time; provides information to employees about alternative employment or training opportunities; provides assistance with Unemployment Insurance and Workers' Compensation; and provides assistance with coordination of services for employees with the Workforce Investment Board and One Stop Career Center.

**ON-THE-JOB TRAINING (OJT) PROGRAMS**— The OJT program provides training to individuals unskilled or lacking adequate job skills. Individuals are placed in occupations that will enhance their prospects for long-term employment and lead to self sufficiency. Individuals are paid the same wage as other entry level employees in the same occupation. Employers may receive up to 50% reimbursement of the employee's wages while they train. Employers must be an established business with workers compensation insurance.

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