



On the Job Training and Intensive Services



The coordination between the SCSEP Program and the On the Job Training Program through WIA provides a strategy whereby a person can move not only from unemployment to employment, but can develop a path for personal, career, and income advancement.

- ***The SCSEP Program is employability training.*** It includes the pre-employment preparation.
- ***The OJT Program is training for an occupation while on an employer's payroll.*** The trainee is engaged in productive work which provides knowledge and skills essential to the full and adequate performance of the job for which he or she is being trained.



It is important to deliver the right service at the most appropriate time to maximize the impact.

For example:

- Providing a money management course as an initial service would not be as effective as providing it after the first paycheck comes in and the person is trying to figure out how to budget their money for the week ahead.
- Providing assistance with solving a transportation issue may not be at the top of a job seekers list of importance until they have a job and struggle with getting to work and being on time.

To assist with employment we ask the questions:

- *What services are needed to prepare them for the workforce?*
- *How is the best approach to deliver the services?*
- *What is the best sequence in which to deliver the services?*

Comparison of Services

Specifics of the Mercy Senior Care SCSEP contract

Applicants must be age 55 or over

Applicants must meet income and/or demographic requirements

20 hours per week at Minimum wage

Part time temporary training assignment

Work site must be non-profit or government organization

Covers 15 counties in Georgia Bartow, Catoosa, Chattooga, Dade, Fannin, Floyd, Gilmer, Gordon, Haralson, Murray, Paulding, Pickens, Polk, Walker, and Whitfield

Specifics of the Mercy Senior Care OJT contract

Applicants must be age 50 or over

Applicants must meet income and/or demographic requirements

Must be scheduled to work at least 20 hours per week up to full time

Permanent regular employment

50% reimbursement of training costs to the employer

A portion not less than 20% must be Displaced Homemakers

Work site can be for profit or non profit , private or public

Covers four counties in Georgia: Catoosa, Chattooga, Floyd, and Walker

A Natural Compliment



SCSEP Components

Basic needs training

Completing an application and/or interview skills

Attendance and punctuality

Work ethics

Personal skills

✓ Managing personal issues so they don't interfere with work activities

✓ Locating child care or health care for family members

✓ Planning back up for unexpected incidences ie: transportation, illnesses, etc

Primary working skills

OJT Components

Advanced needs training

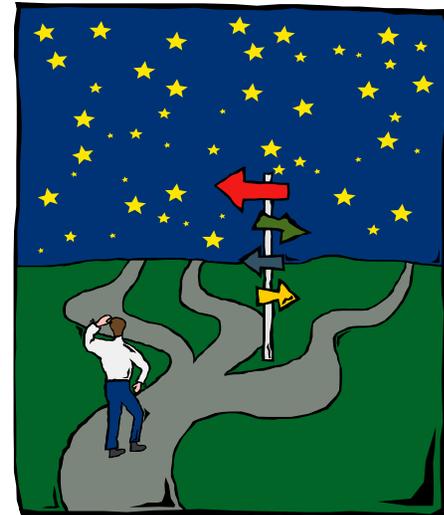
Competencies for specific jobs

Career pathing

Planning for wage progression

Reinforced learning

Job retention skills



The Ideal Transition

A Displaced Homemaker applies for OJT. She is eligible and enthusiastic but has never worked before. She knows nothing about workplace rules and etiquette. She is unfamiliar with attendance and punctuality consequences, confidentiality, and ethics. She is in need of money now and is willing to work hard to prove herself.

She can be registered into the OJT Program and assigned to intensive services. Those intensive services can be provided through the SCSEP Program by placing her into a worksite that will provide basic workplace instruction and direction. An employment plan is developed to include the intensive training and the transition into the skills competency training in the OJT Program.

A gentleman enrolls in the SCSEP Program and is provided with basic employability skills. He takes his newfound confidence and skills and goes to a local automobile dealership and applies for the service writer position. He is perfectly capable of performing the duties but is not knowledgeable about the Computer system and the paperwork. He can then be registered into the OJT Program and taught the needed competencies at half the cost to the employer.