

TITLE I ADULT / DISLOCATED WORKER

REFERRALS



Program Overview

WIOA Title I Adult and Dislocated Worker Program: focuses on education, vocation, and independent living skills; helping our participants work towards career self-sufficiency. Our main goal is to assist individuals in upskilling through post-secondary education or experiential learning through our partnerships with employers to build skills and earn self-sustaining wages. Our program serves individuals through one-on-one career planning, by completing an objective assessment, identifying a career path goal and reducing barriers to lead to their success and goals.

Time Frames

Contact your local Title I Provider for more information.

Intake Documentation

During the initial meeting with a Title I, Adult Dislocated Worker career planner, the referral will be informed of what documentation is needed. The career planner will assist by providing resources to obtain documentation needed. Typical documentation may include I-9, Selective Service (males only). One or more of the following: Public Assistance, proof of income, lay off letter, RESEA appointment letter, DD214. If these don't apply the career planner will work with individual to determine eligibility. Eligibility needs to be completed within 30 days.

Eligibility Requirements & Decision

- 18 years of age or older
- A citizen of the United States or U.S. Territory, a U.S. permanent resident, or an alien/refugee lawfully admitted to the U.S.
- Registered with Selective Service if applicable
- Resides in the LWDA
- Adult Program Priority of Service –
 - Recipient or a member of a family that is receiving or in the past 6 months received income based public assistance, is low income or basic skills deficient
- Dislocated Worker program: This is not an exhaustive list- but is the most common
 - An individual who has been terminated or laid off, or who has received a notice of termination or layoff-from employment, including separation from active military service (other than dishonorable discharge) and;
 - is eligible for or has exhausted entitlement to unemployment compensation and is unlikely to return to a previous industry or occupation; or
 - has been employed for a duration sufficient to demonstrate attachment to the workforce, but is not eligible for unemployment compensation due to insufficient earnings or having performed services for an employer that were not covered under a State unemployment compensation law and is unlikely to return to a previous industry or occupation.

If approved, the career planner will notify the participant verbally. If not approved, a letter is sent via email or postal mail

- Once an individual is determined eligible for the Adult or Dislocated Worker program, the career planner will work with the individual to complete an Objective Assessment activity. Career planner will evaluate strengths, interests, basic skills, occupational skills and barriers to employment. This activity will take several meetings to complete.
- Assessments include may include but are not limited to; the OBA in IowaWORKS, TABE (math and reading skills), skills matcher, interest profiler, work values, compare occupations, digital literacy and other occupational aptitude tests.
- Once the OBA is completed, a career pathway goal is established.

What makes a good enrollment?

- An individual that is eligible for programming
- Consistent participation and communication with a career planner multiple times monthly
- Ability to live and work independently
- Motivated to change
- Individuals in need of assistance to reach their career goals

Services Available

<ul style="list-style-type: none">• On the Job Training• Work Experience Programs• Individualized career planning, assessment and development of an individual employment plan	<ul style="list-style-type: none">• Tuition assistance• Supportive services to assist with transportation, tools, books, childcare• Internships
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Core Partner Vocabulary

Title I	Title II	Title III	Title IV
Participants	Students	Job Seekers	Job Candidates
Career Planners	Career Coaches	Career Planners	Counselors