

WORKFORCE SOLUTIONS



Helping employers meet their human resource needs and individuals build careers, so both can compete in the global economy.

SERVICES FOR EMPLOYERS

On-the-Job Training

Offers participants an opportunity to earn as they learn, while employers benefit from a 50-75% wage reimbursement during a 400-650 hour training period. The estimated cost per trainee is \$3,000.

Skills Development Fund

Provides financial support for training to help employers build their skilled workforce by collaborating with a community college or public technical college. Employers may receive up to a \$500,000 wage reimbursement over a 12-month period. The estimated cost per trainee is \$1,800.

Skills for Small Business

Helps employers with fewer than 100 employees fill skills gaps by paying the tuition and fees for employees. Employers may receive wage reimbursement over a 12-month period with an estimated cost of \$1,800 per new trainee and \$900 per current trainee.

Skills for Veterans

Pays tuition and fees for employees that are military veterans to take courses from the existing course catalog of a partner community college or public technical college. Employers may receive wage reimbursement over a 12-month period with an estimated cost of \$1,800 per trainee.

Services also include: Providing space for hiring events, recruiting, pre-screening/interviewing, registered apprenticeship assistance, outplacement support and facilitating customized training incentives for current and future workers.

For more information call
Susan Dixon at 713-993-2406 or email
susan.dixon@wrksolutions.com.





Workforce Solutions has several initiatives available to support your company's workforce needs. The following summarizes the support that may be available to companies that choose to locate to Texas or are currently established in the state:

New Worker Custom Training:

The business (or group of businesses) selects the public community college or technical college that will provide the custom training and specifies the kind of training, curriculum, etc...

- Custom training is class-sized or cohort-sized skills training for a group of new hires or potential new hires for an employer or group of employers.
- A business may hire trainees prior to training or after training completion.
- Workforce Solutions may pay up to 50% of the total cost of a custom training project.

Current Worker Training:

Training for employees who currently work for the customer requesting assistance. This can include skill training, skill upgrading, basic education or combinations.

- The business selects the training provider and the workers who will participate.
- Current worker projects may also include new worker custom training or on-the-job training.
- The business bears costs for facilities and employee wages and benefits.
- Workforce Solutions will pay its agreed upon share of project costs to the employer.

Work-based Learning: Paid Work Experience:

Paid work experience helps offset the cost of hiring a new employee that may lack skills or knowledge entering the workforce for the first time or after a long hiatus.

- Paid Work Experience allows the business to try the individual on a temp-to-hire basis before they commit to permanent employment.
- It allows the business to try the individual on a temp-to-hire basis before they commit to permanent employment.
- The business selects the workers who will participate in paid work experience
- The position must pay prevailing wages or no less than \$10.00 an hour.
- Workforce Solutions can help offset the cost to businesses by being the employer of record for up to 400 hours of work over a period and not to exceed 16 weeks.

Work-based Learning: On-the-Job Training:

On-the-Job Training is a formal plan of skill and knowledge education related to a specific occupation that occurs while the trainee is employed as an entry-level hire.

- On-the-job training may be combined with new worker custom training, current worker training, paid work experience in a project or an Apprenticeship program.
- Workforce Solutions defrays the cost of on-the-job training by reimbursing wage costs in an amount determined by (1) length of training period and skills to be learned, (2) the wage of the employee, and (3) the appropriate subsidy percentage (generally 50% of wages, unless the individual is in an Apprenticeship program and the rate increases to 75% of wages).

Work-Based Learning: Apprenticeship:

Projects that train individuals for jobs through an apprentice system at a specific business or union. Apprenticeships have structured and federally approved curricula with required on-the-job training and classroom education components leading to skills milestones.

- Apprenticeship is a form of new and/or current worker customized training
- Eligible individuals must be employed/enrolled in a Workforce Solutions connected apprenticeship program and have a training plan developed with each step the trainee will do while on the job.

- The apprenticeship program and/or sponsor is responsible for providing the on-the-job training component. The program or sponsor is responsible for selecting the classroom training provider.



Adult Education:

The Adult Education and Literacy Consortium makes every effort to provide first-rate Adult Education service to all customers.

- Instruction will be implemented for adults (Age 16 and up) in Basic Literacy, Adult Basic Education and Adult Secondary Education and English as a Second Language.
- A series of connected education and training strategies and supportive services help individuals find a job, keep a job or get a better job. Individuals are enabled to secure industry relevant certification, obtain or retain employment within an occupational area, and/or advance to higher levels of future education and employment in that area.

Soft-Skills/Employability Skills Training:

Also known as **Professional Development**, Workforce Solutions' Talent Development team can provide soft skills training to your current or potential employees, which may include workshops and training on various subjects including Job Readiness, Soft-Skills and Employability Skills.

- This type of training might braid well with the "hard" skill training provided by the other strategies to build more well-rounded workers.
- Training can be delivered in the form of one day sessions, half-day sessions, or boot-camp style.
- The employer decides which is more convenient and necessary.