

# Workforce Development

"Individuals achieve economic stability through quality education and employment services."



7,099 Individuals Served in Fiscal Year 2015-2016

## Programs

- Center For Employment Training
- Step Up
- Career Connections
- Step Forward



Individuals who completed training at the Center for Employment Training saw an average wage gain of over \$14,400 per year.

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*All impact statements are for Fiscal Year 2016 (7/1/2015 through 6/30/2016)*



OUR MISSION:

To create opportunities for individuals and families to reach self-sufficiency through support services, education, employment, and leadership.



## CENTER FOR EMPLOYMENT TRAINING (CET)

The Center for Employment Training (CET) gives adults in Greater Cincinnati life-changing skills to find good jobs and build a successful future. Instruction is hands-on, practical, and personal, designed to get people working as quickly as possible so they begin their path to a promising future. CET is accredited by the Council on Occupational Education. *CET. Real training. Life changing.*



Skills Training

CET provides skill specific training in the areas of Business & Computer Technology and Medical Assisting. Hands-on training occurs a minimum of 60% of the time.



Success Skills

In order to prepare trainees for the demands of the world of work, CET provides a Success Skills component. These topics are integrated into CET's skill training. Trainees receive instruction in life skills, communication strategies, and development of strong work habits. Personal development topics such as self-awareness, personal finance, and interpersonal skills are stressed for their importance to achieving self-sufficiency.



Adult Education

CET integrates basic education in reading and mathematics as well as vocational English instruction for those who have had less formal education or who have limited English-speaking proficiency. They are taught in the context of the specific occupational skill in which the trainee is enrolled.



Career Coaching

In order to prepare trainees for the demands of the workforce, CET trainees receive career coaching. The curriculum teaches success skills that help trainees achieve goals in their professional and personal lives. Career coaching also covers the technical aspects of job searching and interviewing skills, mock interviews, on-the-job training, perception in the workplace, and applied writing and verbal skills. Trainees will graduate from CET ready to work and knowledgeable of workplace dynamics and culture.



On average, graduates of CET saw a wage gain of over **\$14,400** per year



Of those who Successfully Completed CET Secured Employment



Financial Opportunity Center (FOC)

Brighton Center is one of four regional FOC's recognized by the Local Initiatives Support Corporation (LISC) and United Way for effecting positive systemic change. We intentionally bundle 3 core services (Workforce Development, Financial Services, & Work Supports) to ensure the highest levels of self-sufficiency for families served throughout the agency. CET has served as a site for the LISC FOC pilot, funded by Social Innovation Funds, from 2011 to 2016. In 2015, we were awarded the LISC Bridges to Career Opportunities grant that continues the work for the FOC along with a greater emphasis on deepening adult education in skill training programs.

## STEP UP

A program geared toward out-of-school young people between the ages of 18-21 that helps them acquire their GED, the skills to thrive in the workplace, and ultimately get a job or succeed in post-secondary education.



40 Out-of-School Youth Enrolled in GED Preparation

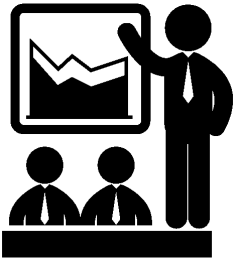
# Workforce Development

Seven Year Impact Data  
(FY10 - FY16)



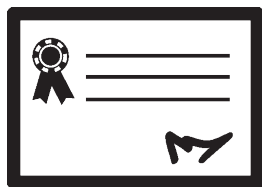
63,145

individuals received workforce services such as job fairs, job readiness, training, or placement.



835

individuals attained recognized credentials related to achievement of educational skills.



194

individuals obtained a GED certificate from Step Up.

## CAREER CONNECTIONS

Provides assistance to individuals separated from employment or underemployed by connecting them with employers seeking to fill workforce needs. Services are provided within industries that are recognized as high demand to ensure employment is secured and maintained with a livable wage and the training credentials are secured as appropriate. **High demand sectors** designated by the NKY Workforce Investment Board include Advanced Manufacturing, Healthcare, Transportation/Logistics, IT/Business/Finance, and Installation/Maintenance/Repair.

### Innovation Center

The Innovation Center is a collaborative endeavor bringing quality training in high demand occupations on site at the Covington Career Center, serving both job seekers and employers. Trainings will support the work of the partners in the Kentucky Career Center and link job seekers to sustainable employment.

### Business Services

Collaboration with Kentucky Career Center partners to offer the following services to local businesses: FOCUS Talent Database for Employer Candidate Search, Job Candidate Recruitment & Screening, Job Fairs Skills Assessment, On-the-Job, Soft-Skills, Occupational Skills, and Incumbent Worker Training. Other Employer Services include HR Seminars and Usable Labor Market Data. Focus Business is a bi-monthly publication of a newsletter geared toward the Northern Kentucky business community.

### Job Search Success Workshop

A weekly 90-minute workshop that covers resumes, maximizing your job search, interviewing, professional branding, cover letters, and references. An in-depth, interactive version is also provided over 4 weeks within about 12 hours of class time.

### One-on-One Career Advice & Guidance

Provide coaching on job searches, development of resumes and cover letters; provide information about customer's industry of interest, job matches, and referrals, as well as job fair information and employment leads.

### Green Light Group

A job seeker support and networking group that meets monthly. Attendees discuss issues that they face during their search for a job such as how to effectively communicate with employers to increase the likelihood of getting hired; staying positive while searching for work, and dealing with the emotional toll that losing a job takes.

### WIOA High Demand Career Training Services

Provide information and requests training for customers through the Workforce Innovation & Opportunity Act (WIOA) program, a federally funded, local area administered program through which job seekers may be eligible to receive up to \$7,000 in grant funds for training in careers that are in high demand.

### Resume Services

Professional instruction on developing and enhancing resumes in a workshop setting. Customers also get hands on guidance to create and update their own resume.

6,609  
Individuals  
Served

895  
Participated  
in Resume  
& Career  
Transition  
Services

360  
New Job  
Attainments/  
Placements

93%  
Individuals Registered for Intensive  
Services Entered Unsubsidized  
Employment

96%  
Individuals Retained Employment  
for Six Months After Placement

## STEP FORWARD

- Seeks to create a seamless two-generation system in the Northern Kentucky region between workforce development and early childhood providers, enabling single mothers and children to reach job training and education milestones.
- Provides mothers, who already have their children enrolled in child care, pre-K programs, or elementary schools, training in high-demand industry areas and secure jobs that will enable them to save and build assets for the future. Step Forward is one of 7 programs throughout the country participating in the Supporting Transitions to Employment for Parent (STEPS) workforce development pilot study by The W.K. Kellogg Foundation.