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LET US HELP YOU FIND YOUR NEXT JOB!

WHAT IS WIOA?



The Workforce Innovative Opportunity Act (WIOA) is a federally-funded program that is designed to help job seekers access employment, education, training, and support services to succeed in the job market. The program offers a **FREE** comprehensive range of career services.

Career Services include (but are not limited to)

- Networking opportunities, and access to employers!
- Resume writing and critique assistance
- Interview workshops and interviewing practice
- Labor Market Trends & labor market information
- Individualized career counseling with a dedicated career coach
- Training funding assistance and supportive services

Click here to learn more about the WIOA Program by participating in our WIOA Virtual Information Session.



This WIOA Title 1 financial assisted program or activity is an Equal Opportunity Program. Auxiliary Aids services available upon request to individuals with disabilities. Funding for this program/activity has been provided in part by the Alameda County Workforce Development Board. Rubicon Programs is a registered 501(c)(3) non-profit organization.

FACT SHEET



WORKFORCE INNOVATION AND OPPORTUNITY ACT

The federal Workforce Innovation and Opportunity Act (WIOA) offers a comprehensive range of workforce development activities to help job seekers and workers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy.

Available workforce development activities provided in local communities can benefit job seekers, dislocated workers, youth, incumbent workers, new entrants to the workforce, veterans, persons with disabilities, and employers.

The purpose of these activities is to promote an increase in the employment, job retention, earnings, and occupational skills of participants. This, in turn, improves the quality of the workforce, reduces welfare dependency, and improves the productivity and competitiveness of the nation. California will receive approximately \$420 million from the federal government in Program Year 2016-17 to provide services for adults, dislocated workers, and youth.

Available Services

Title I of WIOA authorizes services for youth, adults, and dislocated workers.

Eligible youth must be 14 to 24 years of age and face one or more specified barriers to employment. The youth program emphasizes the attainment of basic skills competencies, enhances opportunities for academic and occupational training, and provides exposure to the job market and employment. Activities may include instruction leading to completion of secondary school, tutoring, internships, job shadowing, work experience, adult mentoring, financial literacy education, entrepreneurial skills training, supportive services, and comprehensive guidance and counseling. The program emphasizes services for out-of-school youth.

Eligible adults must be age 18 or older. Eligible dislocated workers are generally individuals who have been terminated from their last employment and are unlikely to return to their previous industry or occupation. Displaced homemakers, self-employed individuals, and the spouse of a member of the Armed Forces on active duty may also qualify for dislocated worker services. Adults and dislocated workers are provided with employment related-services, training, education, and other programs and services through locally based America's Job Center of CaliforniaSM (AJCC) locations. While WIOA requires AJCCs to provide specific services, Local Workforce Development Areas (Local Areas) may design programs and provide services that reflect the unique needs of their area. AJCCs use varied strategies in providing the appropriate services to meet the needs of their customers:

- **Basic Career Services** may include eligibility determinations, labor market information, initial assessment of skill levels, and job search and placement assistance.
- **Individualized Career Services** may include comprehensive and specialized assessments, diagnostic testing, in-depth interviewing and evaluation, individual or group counseling, career planning, and workforce preparation activities.
- **Training Services** may include occupational skills training, on-the-job training, and incumbent worker training. Individual Training Accounts are established to finance training from an approved list of eligible providers.

Administration of WIOA

The Governor appointed the California Workforce Development Board (State Board) which consists primarily of representatives from businesses, labor organizations, educational institutions, and community organizations. The State Board assists the Governor in designing a statewide plan and establishing appropriate program policy.

Furthermore, each of the state's 46 Local Areas administer WIOA services as designated by the Governor. Factors that are considered in designating these Local Areas include geographic location, population, as well as the existing labor market areas and regional economic development areas in the state.

The Chief Elected Official (CEO) of each Local Area appoints a Local Workforce Development Board (Local Board) with a local membership similar to the State Board. The Local Board develops and implements strategies for meeting the employment and skill needs of workers, job seekers, and employers. The Local Board is responsible for meeting the established local performance accountability outcomes, and selects service providers for adult, dislocated worker, and youth programs.

Benefits of WIOA

Services provided by WIOA at the local level offer a variety of benefits to both program participants and the communities in which they reside:

- **Job Seekers**

- Advice, guidance, and assistance with career planning.
- Access to labor market employment statistics information, job search, and placement assistance.
- Opportunity for skills upgrade through education and training.

- **Youth**

- Assistance with completion of a high school diploma or its equivalent.
- Leadership development opportunities, including paid or unpaid work experience.
- Potential for higher wages and increased self-sufficiency as a result of education and training.

- **Employers**

- Job-seekers trained to meet employer's local labor needs.
- Training and skills upgrades for existing full-time employees.
- Layoff aversion and rapid response employment and training services for dislocated workers.

- **Community**

- Services tailored to meet specific Local Area workforce needs.
- Improved workforce quality and increased job placement rates.
- Reduced dependence on public assistance and unemployment compensation benefits.

For more information on the Employment Development Department's programs and services, visit our website at www.edd.ca.gov, or contact the Workforce Services Division at 916-654-7799.

The EDD is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

WIOA PROGRAM REQUIRED DOCUMENTS

Come prepared to your appointment or to a drop-in enrollment session with the following documentation to enroll in the WIOA program:

- Registration on CalJobs www.caljobs.gov
- Resume
- All I-9 documentation to show authorization to work in the U.S. Go to uscis.gov/i-9-central for a full list of acceptable documents.
- Signed social security card
- Photo ID (provide one of the following)
 - Driver's License
 - State ID
 - U.S. Passport
 - U.S. Birth Certificate
- If you are living at a different address from the address on your ID, you must provide other documentation showing proof of current residency dated no more than 30 days from your enrollment date, such as:
 - Utilities bill
 - Internet provider bill
 - Landline telephone bill
- If you are a permanent resident, you must bring your Permanent Resident Card (Green Card) or a copy of the front and back
- Males born after 01/01/1960 must have verification of registration for the U.S. Selective Service (sss.gov) OR a Status Information Letter
- If you are a U.S. Veteran, you must bring in form DD-214 OR another Veteran Administration Record
- If you have been laid off or terminated from your job, you must bring
 - Unemployment insurance award letter (must show employer name) or EDD printout
 - If your award letter is not available, provide the following:
 - Proof of last employment
 - Letter of separation from your previous employer (must include date)
 - Copy of your final paycheck

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