



Trident Workforce Investment Board Workforce Investment Act

IN-DEMAND OCCUPATIONS POLICY

TO: Trident Workforce Investment Area Contractors and Staff

ISSUANCE DATE: July 1, 2010

EFFECTIVE DATE: July 1, 2010

SUPERSEDES: June 30, 2008 and July 1, 2007

SUBJECT: In-Demand Occupations Policy

PURPOSE:

The purpose of this policy is to establish criteria for determining in-demand occupations in the Trident Workforce Investment Area. Adults and Dislocated Workers receiving training services through the Trident One-Stop System must select training programs that link training to an in-demand occupation.

POLICY:

In accordance with Section 134(d)(4)(A)(iii) of the Workforce Investment Act (WIA) of 1998, "Adults and dislocated workers must select programs of training services that are directly linked to the employment opportunities in the local area or in another area in which they are willing to relocate." WIA customers must select training programs that are In-Demand according to the procedures outlined, and the training programs must be on the Eligible Training Provider's list.

The Trident Workforce Investment Board has established criteria for determining an occupation as in-demand.

1. Criteria A:

To be considered as in-demand, the occupation must meet **at least one** of the following criteria:

1. A minimum of 50 job openings available in the local area or another area in which customer is willing to relocate to;
2. Will provide wages (use median or average wage) that meet self-sufficiency guidelines as defined in the Self-Sufficiency Policy.
3. Has at least a 5% projected job opening growth rate over the next 10 years.

4. A bona fide offer of employment (Pre-Hire Letter) with wages that meet self-sufficiency guidelines as defined in the Self-Sufficiency Policy.
NOTE as to Bona Fide Offer of Employment: Pre-hire letters do not guarantee approval of training.

NOTE as to Self Sufficiency: The determination of whether the occupation will provide a wage that meets the self-sufficiency definition must be made on a case-by-case basis. Workforce Specialists must calculate the customer's self-sufficient wage using the Income Statement form attached to the Self-Sufficiency Definition Policy. The documentation used to calculate the self-sufficient wage must be maintained in customer's files.

2. LMI Data Collection :

Workforce Specialists are expected to ensure that the approved training meets the in-demand occupation criteria. Labor Market Information can be accessed through the O*NET System at web site address online.onetcenter.org or in the VOS system. The documentation used to determine the occupation as in-demand must be maintained in the customer's file.



Paul L. Connerty, Administrator
Trident workforce Investment Board

7/1/10
Date