


Cross Training Module

August 20, 2020




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Agenda

- Announcements
- Cross Training Presentation
- Questions




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Announcements


- Updates to policies due October 1
 - Data Collection and Entry
 - Student Attendance
 - Assessment
 - Access, Orientation, and Intake
- Distance tutors
- Working with 16- and 17-year-olds remotely
 - “Online contact is the same as personal contact”




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Introduction to PA CareerLink®: WIOA Core Programs and Referral Best Practices
Cross Training Module
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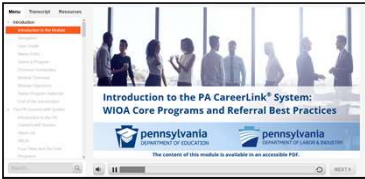


 Pennsylvania
Adult Education
Resources

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New Training Opportunity for WIOA staff

Goal: Ensure that all staff can make informed referrals that meet the needs of one-stop system clients, especially those with barriers to employment.



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Cross Training Module

Online **On Demand** **Interactive**

Developed with guidance from all of the WIOA partners


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History

Operationalizing Co-enrollment Cohort

- Federal technical assistance project
- PA WDB-led
- Cross-departmental cohort
- Action planning, including development of cross-training opportunities




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WIOA State Plan

"A work group comprised of staff from a multitude of partner agencies is developing additional online resources for cross training local, regional, and state staff on the services of the workforce development system partners. This training is intended to ensure that all staff can make informed internal and external referrals that meet the needs of one-stop system clients, especially those with barriers to employment."

Workforce Innovation and Opportunity Act (WIOA) Combined State Plan, 2020. PA Department of Labor and Industry. <https://www.dli.pa.gov/Business/Workforce-Development/Documents/wioa/2020-WIOA-State-Plan.pdf>



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Module Content

Introduction to the PA CareerLink® System

- Title I**
Adult, Dislocated Worker, Youth
- Title II**
Adult Education and Family Literacy
- Title III**
Wagner Peyser Employment Services
- Title IV**
Vocational Rehabilitation Services


Referral Benefits and Best Practices



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Activities



Warm-Up

Directions: Rate your familiarity with Title II's purpose, services, and eligibility.


	Not Familiar	Somewhat Familiar	Very Familiar
Purpose	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Eligibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Title II: Adult Education and Family Literacy


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Engaging Participants



Title II Overview



Title II: Adult Education and Family Literacy

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Best Practices for Referring



Best Practices for Referring

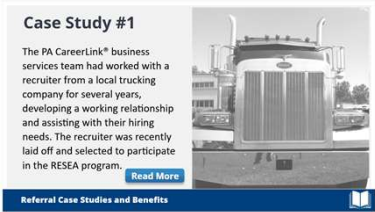


Referral Best Practices

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Case Study Example



Case Study #1


The PA CareerLink® business services team had worked with a recruiter from a local trucking company for several years, developing a working relationship and assisting with their hiring needs. The recruiter was recently laid off and selected to participate in the RESEA program.

[Read More](#)

Referral Case Studies and Benefits

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Reflection Activities Lead to Action Steps



Reflection

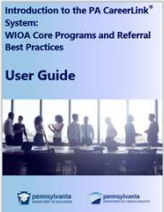
Directions: Check on one or more areas where you'd like to improve your efforts to support referrals to other WIOA core programs.

- Building partnerships.
- Identifying referrals.
- Making referrals.
- Supporting referrals.
- Other

Introduction

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Companion User Guide



- Supplemental materials that can be used before, during, and after completion of the module
- Facilitator-led or self-directed
- Glossary of terms

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Companion User Guide - Glossary of Terms





Glossary of Terms	
Term	Definition
Adult education	Academic instruction and education services below the postsecondary level that increase an individual's ability to <ul style="list-style-type: none"> • Read, write, and speak English and perform mathematics or other activities necessary for the attainment of a secondary school diploma or its recognized equivalent. • Transition to postsecondary education and training. • Obtain employment.
Assessment	The use of standardized instruments, interview, or other means to determine factors that may contribute to the success of students in career and technology programs. These factors may include interest, aptitude, academic achievement, work experience, learning style, work values, and other traits. Assessment may also be administered to determine progress obtained by students during training or areas of need to address through remediation.
Basic skills deficient	LINCOLN sec. 303 – means, with respect to an individual— (A) who is a youth, that the individual has English reading, writing, or computing skills at or below the 6th grade level on a generally accepted standardized test; or (B) who is a youth or adult, that the individual is unable to compute or solve problems, or read, write, or speak English, at a level necessary to function on the job, in the individual's family, or in society.

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Discussion Questions






- How are referrals to and from PA CareerLink® staff occurring?
- How is COVID-19 affecting the referral process?

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Discussion Questions





- How might you use this module and user guide?

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Interactive Poll




PA Adult Ed. is on the go!

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Questions

- Questions




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Contact/Mission

For more information on adult basic and family literacy education, please visit PDE's website at www.education.pa.gov

The mission of the Department of Education is to ensure that every learner has access to a world-class education system that academically prepares children and adults to succeed as productive citizens. Further, the Department seeks to establish a culture that is committed to improving opportunities throughout the commonwealth by ensuring that technical support, resources, and optimal learning environments are available for all students, whether children or adults.



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