

Youth On-The-Job Training For Part-Time and Full-Time

Policy

1. West Piedmont Local Workforce Development Board may offer full-time or part-time On-the-Job Training for Workforce Innovation and Opportunity Act eligible youth eighteen (18) to twenty-four (24) years of age.
2. The customer and/or the business must reside in Martinsville City, Danville City, Pittsylvania County, Henry County or Patrick County.
3. The position must provide an ending compensation equal to or more than the negotiated median wage at completion of the training. In the case of part-time the position must pay at least \$1.00 per hour over minimum wage to start.
4. Some kind of fringe benefit must be offered. Training time can vary from four (4) weeks to twenty-six (26) weeks depending on the youth's former experience, skills and the needs of the employer if the Specific Vocational Preparation level is at least eight (8) weeks.
5. During a one (1) year period, July 1st through June 30th, an employer with eight (8) or more employees may contract up to 25% of their workforce. If less than eight (8) employees the limit is two (2) contracts at a time.
6. Maximum reimbursement for the on-the-job training is \$3,000 per person.
7. Reimbursement may be up to fifty (50) percent of gross wages.
8. Employers hiring an on-the-job training client must offer year-round employment at a minimum of thirty (30) hours per week and cannot have more than eight (8) weeks layoff per year for all full-time On-The-Job Training. In the case of part-time employers hiring an on-the-job training client must offer year-round employment at a minimum of twenty (20) hours per week and cannot have more than eight (8) weeks layoff per year.
9. Locally approved On-the-Job Training forms must be completed and at least monthly contact made and documented in the case notes.