



## **FACT SHEET**

# **WIOA YOUTH EMPLOYMENT PROGRAM**

The **City of La Habra (dba Orange County Youth Center, OCYC)** offers young people the opportunity to develop career interests, receive academic support, and gain valuable **paid** work experience, while working toward their career/educational goals. Our services are divided into two programs: In-School Young Adults (ISY) and Out-of-School Young Adults (OSY).

The **OCYC** is funded through the Workforce Innovation and Opportunity Act (WIOA). Funding is administered by the Orange County Development Board (OCDB) through a competitive procurement process.

**The following eligibility requirements are necessary for participation in our program:**

### **Out-of-School Young Adults**

- Young adults who are 17-24, and completely removed from school, whether they graduated or dropped out and do not have a high school diploma or GED; OSY includes students enrolled in an adult education class
- All participants must have the Right to Work in the U.S.
- OSY participants must reside in Fullerton, Brea, Yorba Linda, Placentia, and La Habra

### ***And one or more of the following challenges:***

- Low Income
- Homeless or runaway youth
- Pregnant or a parent;
- An offender
- Foster/emancipated youth
- High school dropout

### **In-School Young Adults**

- Young adults who are 17-21, and enrolled in a high school, alternative school, or college
- All participants must have the Right to Work in the U.S.
- Low income as defined by the Lower Living Standard Income Level published by the U.S. Department of Health and Human Services (*eligibility for the Free Lunch program also qualifies a student as "low income"*)
- ISY participants must reside in Brea, Buena Park, Costa Mesa, Cypress, Fountain Valley, Fullerton, Garden Grove, Huntington Beach, La Habra, La Palma, Los Alamitos, Placentia, Seal Beach, Stanton, Westminster, Yorba Linda

### ***And one or more of the following challenges:***

- Homeless or runaway youth
- Pregnant or a parent;
- An offender
- Foster/emancipated youth
- Have an active IEP
- Basic skills deficient (academically functioning at an 8.9 grade level and below in reading or math)

## **PROGRAM MODEL**

Our program model is called the My Career Education Plan (MyCEP). It is a four step program model that introduces high growth/high wage industry clusters to young adults.

1. Pathway Awareness
2. Pathway Exploration
3. Pathway Preparation
4. Pathway Transition

### **1. Pathway Awareness**

- Career assessment & exploration
- Work readiness training (resume, interview skills, soft skills training, communication skills) consisting of five workshops. Workshops can be done at school or in our office, taking into consideration the individual transportation barriers of each participant.

### **2. Pathway Exploration**

- Introduction to the 4 industry clusters. They are Healthcare, Information Technology, Hospitality, and Manufacturing.
- Labor market research (i.e. research education, training required for desired occupation)
- Life skills training
- College and industry tours

### **3. Pathway Preparation**

- Work experience
- ✓ Students placed at a worksite matching their occupational goal
- ✓ Paid minimum wage, \$11.00
- ✓ Work for 300 hours
- ✓ Hired at the end of their term if performance is good
- ✓ Past and present worksites include Burlington Coat Factory, Styles for Less, City of La Habra, Fuller Laboratories, OC Kids Child Care, CSUF, OC Public Library (La Habra branch), and CoreStaff Services
- Before placement, we take into consideration any barriers or special accommodations the students may need

### **4. Pathway Transition**

- Employment
- Post-secondary education
- Advanced training/education
- Apprenticeship

## **Follow Up Services**

Upon completion of the program, we will continue to provide services for an additional 12 months. During the follow-up period, staff will provide information, resources, and referrals for needs related to education, employment and/or independent living skills. Every participant will be scheduled for a monthly follow up contact where they will be provided continued support for their career aspirations. If a student is unemployed during the follow up period, staff will provide job search assistance.

## **Supportive Services**

Our program offers various supportive services in order to keep a student employed or attending school. For example, we can offer bus passes, gas cards, reimbursement for car repairs, books for college, supplies for work (tools, steel toe boots), supplies for school (notebooks, paper, pencil, test forms), hygiene needs, gift cards to a clothing store (Ross Dress for Less) for interview or work attire, and for those needing eye glasses, eye exams and glasses.

## Incentives

Our program also offers gift cards as incentives to keep participants motivated and working toward their goal. Incentives include:

- \$25 completing the five workshops
- \$25 perfect attendance for the month
- \$50 entered employment
- \$75 for a credential (diploma, certificate)

## Performance Measures

The WIOA Employment Program attaches positive outcomes to our funding. In order to continue receiving funding, we must have a certain percentage of our students:

- employed at 3 months and at 6 months after leaving our program
- receive a diploma or vocational credential
- enrolled in college or a vocational school

## OCYC STAFF

Not only is the City of La Habra's staff caring, but they also have **practical experience** – a combined total of **over 45 years of successfully** providing young adults with case management, vocational training, assessment, job development, job placement and counseling services. The Center Manager has over **27 years** of experience in operating workforce development programs in Orange, Los Angeles, San Diego, Sacramento and Solano Counties. With 14 years in the City of La Habra's Employment and Training Division, our Intermediate Clerk has an incisive understanding of the WIOA program. Starting out as a youth participant in the early 2000s, she completed her WIOA work experience at the Center because of her desire to assist young adults in making better choices. As a past program participant, her shared experiences with our young adults and her guidance on overcoming similar barriers has been critical to our success. Our Case Manager has 10 years of experience in workforce development programs. Her background as a single mom, working and going to school, gives her the "I've been there" bond with her caseload. Her favorite part of case management is goal setting – she knows how tough it is to make changes and overcome obstacles, but she is able to relate her experience to her participants and provide encouragement to successfully complete the program. As City of La Habra employees, all staff members must complete a background check, including submission of Live Scan fingerprints to the Department of Justice.

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**Webpage:** <http://www.ocyouthcenter.org/464/OC-Youth-Center>

**Watch success stories on our [YouTube Channel](#)**

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