



COASTAL COUNTIES WORKFORCE, INC.

*Your partner in business development
and economic prosperity...*

Workforce Development Regional Resources

Coastal Counties Workforce Board
Spring 2023

Introduction

Workforce development involves the overall method of increasing job seekers' and employees' skills – benefiting employees, employers, the community, and an individual's own career paths. Individuals participating in workforce development can set themselves up for career success by accessing services and training while finding professional areas for growth. Workforce development programs and services are generally tailored to meet both an individual's needs and interests.

Coastal Counties Workforce, Inc. (CCWI) is a non-profit entity founded to administer and manage workforce development programs in Maine's six coastal counties. The counties that make up our region - known as the Coastal Counties Region - are York, Cumberland, Sagadahoc, Lincoln, Knox, and Waldo.

The federal law, the Workforce Innovation and Opportunity Act (WIOA), which funds several of our programs, requires there to be a system of Local Workforce Boards in every state. Coastal Counties Workforce Board (CCWB) is one of three Workforce Development Boards in Maine. CCWI operates as the administrative arm of the Coastal Counties Workforce Board.

CCWI obtains and manages the regional funding, and implements workforce development programs, which provide training, education and employment services for Maine's most vulnerable populations, including:

- Youth (ages 14-24)
- Dislocated Workers, i.e., workers who lose their job as a result of plant closings or layoffs
- Adults with barriers to employment
- Underemployed individuals i.e., have only part-time employment or are making less than they should, given their skill set and/or education.

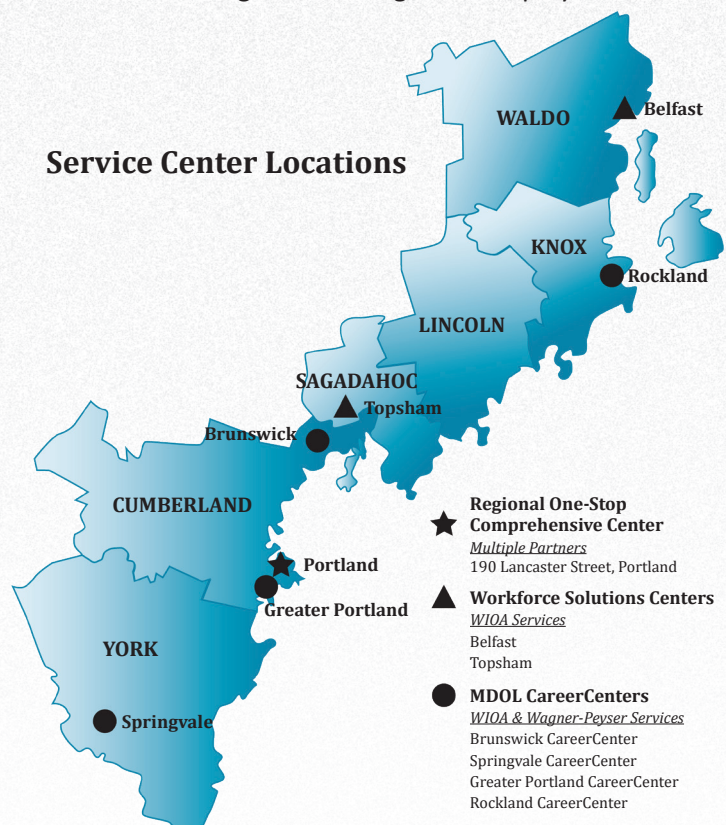
CCWI does not deliver the services directly but contracts with a service provider "Workforce Solutions", operated by Goodwill Northern New England to provide client services. Workforce Solutions provides career services and training, as well as support services to eligible individuals with the goal of finding them employment.

In addition to helping job seekers, CCWI also oversees programs that assist employers find and retain the talent they require.

This informational booklet focuses on CCWB's current regional workforce development programs and services and is meant to provide general information only. Individuals or businesses seeking assistance should call Workforce Solutions (207) 930-7047 or email intake@workforcesolutionsme.org to inquire about program rules and specific services based on eligibility and needs.

Important Note:

Our Services are provided AT NO COST to eligible participants.



COASTAL COUNTIES WORKFORCE BOARD PROGRAMS

Workforce Innovation and Opportunity Act (WIOA): Adult, Dislocated Worker, and Youth Programs

The three Workforce Innovation and Opportunity Act programs (Adult, Dislocated Worker, and Youth) are industry-focused, reemployment services that support job training, credential attainment, job search guidance and activities, and employer engagement. U.S. Department of Labor (USDOL) funds WIOA programs – yearly allocations including: PY2021-2023 \$1.8 million and PY2022-2024 \$2 million.

National Emergency Grants (NEG)

- *Employment Recovery NEG (February 2022 – February 2024)*
Addressing Maine’s pandemic-related workforce shortage, this \$2.3 million USDOL National Emergency Grant focuses on reemployment services reaching both dislocated workers and the long-term unemployed.
- *QUEST NEG (October 2022 - September 2024)*
This \$3.2 million USDOL National Emergency Grant provides support to individuals from historically marginalized and underserved populations whose employment has been negatively impacted by the pandemic.
- *CAREER NEG (December 2021 - September 2024)*
Provides resources to develop a virtual American Job Center with Maine’s other two workforce boards, the Maine Department of Labor, and other system partners.

Discretionary Grants

- *Maine Refugee Career Pathways Program (September 2022 – September 2025)*
Also known as the “Afghan Grant” this three-year grant of \$750,000 from U.S. Department of Health and Human Services (DHHS) focuses on career training and education to Afghan refugees who came to the U.S. on or after July 31, 2021.
- *Maine Rural Healthcare Partnership (January 2021 – December 2024)*
This \$2.5 million USDOL H-1B grant that trains unemployed and underemployed individuals for frontline healthcare careers partnering with training providers to fund cohorts of healthcare trainees, establishing a laptop loaner program to support digital training access, partnering with employers to fund and support incumbent worker project.
- *ARPA Worker’s Fund (November 2022 – December 2024)*
This \$500,000 Maine Dept. of Labor grant will allow CCWI to fund an outreach campaign to reach individuals not connected to the workforce development system. Additionally, CCWI will implement an ‘earn as you learn’ pilot to incentivize the attendance and completion of occupational skills trainings. Stipends for individuals enrolled into occupational training will be issued to help address the economic barriers that individuals face that can prevent them from choosing to attend and complete training.

ADULT EMPLOYMENT PROGRAMS

Throughout Maine's six coastal counties, there are programs for individuals looking for employment that is fulfilling, meaningful, and supportive. Workforce Solutions assesses individuals, then helps them find employment that matches their interests and abilities. Career advisors are skilled in helping individuals identify work interests, develop goals, and find jobs. Our programs can also cover the costs of industry training and certificate programs. Through on-the-job training, one-on-one counseling, and other support services to ensure employment success, our programs are designed to help clients find stability and independence through employment.

Who is a good fit for this program? Persons...

- 18 years old or older and low-income
- who are underemployed and want to work full-time
- needing job training
- needing an industry certificate
- looking for a new job or looking to improve their job qualifications
- looking for a new career

Services Provided:

Workforce Solutions (WFS) works with clients to identify their strengths and interests. WFS will develop individual training and plans and provide job search assistance including:

- One-on-one job counseling
- Developing a resume
- Improving interview skills
- Providing assistance in applying for work
- Providing support services
- Providing on-the-job training
- Providing access to industry-recognized credentials
- Arranging a job shadow/trial
- Providing access to class-room training
- Providing support in adjusting to a new workplace



Eligibility Requirements

- Resident of Cumberland, Knox, Lincoln, Sagadahoc, Waldo, or York County, Maine
- Authorized to work in the U.S.
- 18+ years old

DISLOCATED WORKER EMPLOYMENT PROGRAMS

Dislocated workers are individuals who have been laid off, received a notice of termination, or had their self-employment disrupted by economic conditions or a natural disaster. Workforce Solutions helps dislocated workers re-enter the workforce and find meaningful careers. Similar to our Adult Program (see above), provided services include one-on-one counseling, job training opportunities and support services, such as assistance with the cost of transportation, and childcare costs in addition to things like uniforms and tools.

Eligibility Requirements

- Resident of Cumberland, Knox, Lincoln, Sagadahoc, Waldo, or York County, ME
- Authorized to work in the U.S.
- 18+ years old
- Must prove dislocation



YOUTH EMPLOYMENT PROGRAMS

Our Youth Program serves youth and young adults (between the ages of 14-24) who face barriers to employment and education. Workforce Solutions works with participants to build the skills necessary to explore and develop careers, pursue education and occupational skills training, and gain work experience and employment.

Services Provided

- Individualized Employment Counseling
Career Advisor services which can assist young adults to develop employment goals
- Interest and Skills Inventory
Exploration of career interests and the development of an “action plan” to obtain employment goals
- Employment Skills Training
Training and educational opportunities to build the skills needed to reach employment goals
- Job Search Assistance
Career Advisor services helping with job search, resume writing and interviewing skills
- Direct Work Experience
For some youth, temporary paid positions may be available to help them gain experience and explore a field of interest.



Eligibility Requirements

- Out-of-School Youth - who are 16 to 24 years old, who do not attend school, and experience one or more barriers to employment and educational success. Examples of barriers include pregnancy, parenting, disability, or involvement in foster care or the justice system, or
- Out-of-School Youth - requiring additional assistance to complete an educational program or to secure and hold employment.
- In-School Youth - who are 14 to 21 years old and are attending school. These participants must be low-income and facing at least one barrier to employment or completion of education.

Our services are provided AT NO COST to eligible participants.

IMMIGRANT SERVICES

To receive services under our WIOA programs, individuals must be US citizens or eligible noncitizens. Eligible noncitizens are those who are authorized to work in the United States. Immigrants or refugees who demonstrate their work authorization are eligible for services that mirror the services provided for “Adult Programs.” Additionally, immigrant clients may also receive instruction in English language proficiency, work readiness, and workplace culture. Programs may also be able to cover the costs of credential “translation” services. Also see below for information on our Maine Refugee Career Pathways Program – serving Afghan parolees and refugees.



Eligibility Requirements

- Resident of Cumberland, Knox, Lincoln, Sagadahoc, Waldo, or York County, Maine
- Authorized to work in the U.S.
- 18+ years old

MAINE REFUGEE CAREER PATHWAY (MRCP) PROGRAM

Through a grant from the U.S. Department of Health & Human Services (DHHS), CCWI has developed a worker development program to assist recent immigrants from Afghanistan - primarily humanitarian parolees - acquire the skills, education, and credentials they need to work in their chosen careers. The program also includes instruction in English, work readiness, and workplace culture, as well as support for such items as childcare, transportation, and credential evaluation. To be eligible, an individual must be 18 years or older who had arrived on or after July 31, 2021. They must be authorized to work in the United States and be residents one of the six Coastal Counties or in Androscoggin, Franklin, Kennebec, Oxford, and Somerset Counties. Immigrants may also be eligible for other WIOA programs as long as they are authorized to work in the U.S.



Maine Rural Healthcare Partnership (MRHP)



In January 2021, CCWI was awarded \$2,500,000 through the U.S. Department of Labor’s Employment and Training Administration to address the healthcare worker shortage in Maine by training workers on career pathways in Nursing and Pharmacy. Services are provided at no cost to eligible participants.

The Maine Rural Healthcare Partnership focuses on training for four occupations: Home Health Aide, Certified Nursing Assistant, Medical Assistant, and Pharmacy Technician. Training for other frontline healthcare occupations may also be supported through grant funds.

Services include:

One-on-one guidance: Participants will work with a Healthcare Career Advisor, who will offer assessment and guidance on finding a healthcare training program that fits an individual’s interests, aptitudes, career goals, schedule, and location preferences.

Training in healthcare careers: The grant pays for occupational training for participants, including the cost of required materials, uniforms, books, and tools.

Support services: Healthcare Career Advisors will create a plan with program participants to address barriers to training and employment, including supplying technology such as laptop computers or internet access.

Support with virtual or hybrid training models:

Program participants can receive support from staff in utilizing remote learning platforms.

Connection with employment: Healthcare Career Advisors will assist participants with the process of applying for and acquiring employment, including job searching, resume writing, and interviewing.

Employer Services

Coastal Counties Workforce, Inc.’s business services are designed to work in partnership with employers to address their hiring needs, support and subsidize training of new staff, and include employers in sector-based projects and other community-based workforce development activities. As CCWI’s service provider, Workforce Solutions works directly with both job seekers and employers.

Services include:

- Partnering with employers to understand their hiring needs and identifying jobseekers who may be a good fit for available openings.
- Connecting jobseekers and employers – offering support and hiring resources
- Subsidizing work-based training* at employers, including:
 - On-the-Job Training (50% of wages covered)
 - Work Experiences (100% of wages covered)
- Providing wrap-around services to ensure that individuals are supported during onboarding and training
- Subsidizing incumbent-based training*

WFS’s business services staff are interested in finding new and innovative ways to make our workforce programs bring value for employers. Business Services staff will integrate into local business communities, study relevant Labor Market Information, and become an expert in work-based training modalities and other workforce development program models to best serve employer stakeholders in the Coastal Counties region.

Call Workforce Solutions (207) 930-7047 to inquire about Employer Services.

* Specific program rules apply.

Next Steps...

For more information, email intake@workforcesolutionsme.org or call (207) 930-7047 to connect with a Workforce Solutions Intake Program Coordinator!

Service Center Locations

Regional One-Stop Center

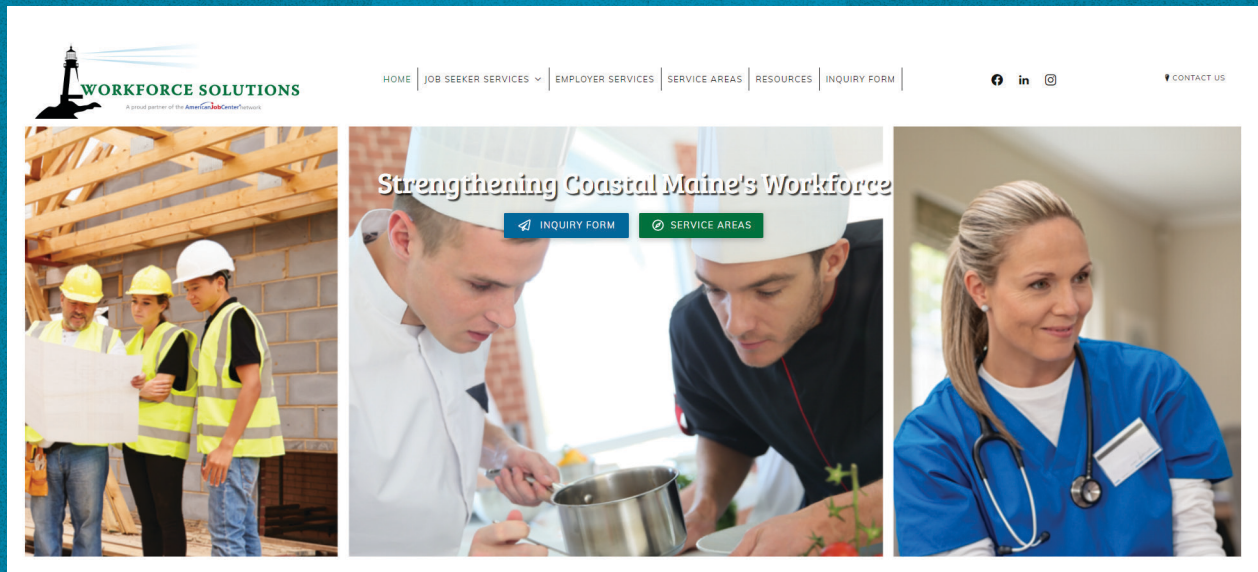
Workforce Solutions
190 Lancaster Street, Suite 200
Portland, ME 04101
(207) 775-5891

Workforce Solutions Center

15 Starrett Drive, Suite F
Belfast, ME 04915
(207) 930-7047

Workforce Solutions Office

126 Maine Street
Topsham, ME 04086
(207) 930-7047
(by appointment only)



Workforce Solutions serves all of York, Cumberland, Lincoln, Knox, Sagadahoc, and Waldo counties. If you cannot make it into either the Portland, Topsham, or Belfast offices, please contact your closest office and staff will arrange a meeting at a mutually convenient location.

www.workforcesolutionsme.org



All programs are fully funded by the U.S. Department of Labor Employment and Training administration*. They are awarded to and managed by Coastal Counties Workforce, Inc., the Local Workforce Development Board for Maine's six coastal counties. These are equal opportunity employers / programs. Auxiliary aids and services are available upon request to individuals with disabilities.

*Our Maine Refugee Career Pathway Program is fully funded by the U.S. Department of Health and Human Services. Please visit www.coastalcounties.org for more information.