

September 12, 2006

DIRECTIVE: JOB CORPS INFORMATION NOTICE NO. 06-09
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
 ALL JOB CORPS REGIONAL DIRECTORS
 ALL JOB CORPS CENTER DIRECTORS
 ALL JOB CORPS CENTER OPERATORS
 ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
 ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: ESTHER R. JOHNSON, Ed. D.
 National Director
 Office of Job Corps

SUBJECT: STARS Update/Status to Regions, Centers, and Contractors

1. Purpose. To provide information and an update on the status of the national Speakers, Tutors, Achievement, Retention and Success (STARS) Initiative as Job Corps is moving quickly toward implementation.
2. Background. The National Office of Job Corps has made substantial progress with the STARS Initiative. STARS advances the National Director's priorities of improved academic achievement and student retention through a three-pronged approach: speakers, tutors, and mentors. Ultimately, the STARS initiative will provide increased resources to centers to improve students' learning gains and social and personal development.

The speakers component will give students the opportunity to hear and interact with real-life achievers who will provide motivating and inspiring messages that help students remain encouraged about their participation in Job Corps. Tutors will volunteer to assist students with academics based on individual student's needs. Mentors will provide support and guidance to students as they work toward attaining the Career Success Standards (CSS). Tutoring and mentoring approaches will include one-on-one, group, peer-to-peer, and e-mentoring.

The 13 Job Corps centers participating in the STARS pilot initiative include:

REGION	JOB CORPS CENTERS
Boston	Oneonta – Oneonta, New York Exeter – Providence, Rhode Island
Philadelphia	Whitney Young – Simpsonville, Kentucky Old Dominion – Monroe, Virginia Woodland – Laurel, Maryland
Atlanta	Batesville – Batesville, Mississippi Homestead – Homestead, Florida
Dallas	Little Rock – Little Rock, Arkansas Talking Leaves – Tahlequah, Oklahoma
Chicago	Atterbury – Edinburgh, Indiana Gerald R. Ford – Grand Rapids, Michigan
San Francisco	Centennial – Nampa, Idaho Treasure Island – San Francisco, California

3. Status. Women in Community Service (WICS) is administering the initial 6-month implementation of the initiative. Each participating STARS center will have an on-site STARS Coordinator who will work in close collaboration with the center to implement the three STARS elements. WICS will tap into its extensive volunteer network and mentor training programs to administer the initiative. Additionally, the STARS Coordinators will utilize the center’s existing relationships to ensure a cohesive initiative with maximum impact, and determine the best approach to implement each of the STARS components based on center-specific dynamics. Specific responsibilities of the STARS Coordinators include:

- a. Providing an overview of the initiative for center staff
- b. Working with Center Directors to identify applicants who qualify to be tutors or mentors for STARS
- c. Interviewing applicants with input from center staff, as necessary
- d. Working with Center Directors and Job Corps staff to select students for STARS who are enrolled in Career Preparation Period (CPP) classes
- e. Making tutor and mentor matches
- f. Planning student activities with Center Directors and/or Job Corps staff, as appropriate
- g. Ongoing monitoring and reporting of program effectiveness, student progress and participation, and interaction effectiveness of tutors, mentors, and students.

STARS Coordinators will be working at the initial 13 centers as of September 15, 2006, and will work with the centers to ensure that STARS is implemented effectively, keeping in mind the protocols already in place on centers. WICS Regional Directors will also be involved with STARS to ensure its success, and will be available to provide support.

A STARS Implementation Guide, based on the 6-month roll-out at the initial 13 centers, will be developed to take the initiative nationwide. Outcomes of the STARS initiative will be evaluated by Decision Information Resources (DIR). The evaluation will assess the impact of STARS based on onboard strength, average length of stay, literacy and numeracy gains, and student and staff feedback. Evaluation results will be used to guide the expansion of STARS to all Job Corps centers.

The STARS Kick-off program is scheduled to occur this fall at the Woodland Job Corps Center in Laurel, Maryland. The event will be Web cast so all centers can participate.

4. Action. Addressees are to ensure this Notice is distributed to all appropriate staff.
5. Expiration. Until superseded.
6. Inquiries. Inquiries should be directed to Tessa Hale at (202) 693-3878, hale.tessa@dol.gov or Robert Brown at 703-671-0500, ext. 833, rbrown@wics.org.