

September 16, 2016

DIRECTIVE:	JOB CORPS INFORMATION NOTICE NO. 16-06
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF  
ALL JOB CORPS REGIONAL OFFICE STAFF  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS  
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: LENITA JACOBS-SIMMONS  
National Director  
Office of Job Corps

SUBJECT: *Great Expectations* Videos – Supporting Positive Behavior, and the Job Corps Student Conduct Policy During Admissions and Pre-Enrollment

1. Purpose. To notify the Job Corps community of three new videos about student conduct, for use during the application and pre-enrollment phases.
2. Background. The Workforce Investment and Opportunity Act and Job Corps' updated student-conduct policy identified a need for applicants to know what to expect from, and while in the program. To support that effort, a video series entitled *Great Expectations* will share messages that emphasize the importance of safety and security, knowing the rules, and staying focused on career goals. The videos feature Job Corps students, and address common questions related to living and training on center.

The Job Corps National Director announced the *Great Expectations* video series in her national newsletter.

3. Action. Outreach and Admissions staff members shall incorporate the three-part series into the application and pre-enrollment processes. These videos are available at the following links, and staff members must show the videos in the order below.
  - Video 1: Introduction:  
[https://www.youtube.com/watch?v=ZZU3NOlnJ\\_I&feature=youtu.be](https://www.youtube.com/watch?v=ZZU3NOlnJ_I&feature=youtu.be)
    - Show this video during the initial meeting with a potential student or during general information sessions about Job Corps (group setting).
  - Video 2: Following determination of eligibility:  
[https://www.youtube.com/watch?v=p\\_Jp6YtLPP0&feature=youtu.be](https://www.youtube.com/watch?v=p_Jp6YtLPP0&feature=youtu.be)
    - Show this video once an applicant has successfully completed the eligibility determination process. May also be shown in a group setting.

- Video 3: Recap:  
<https://www.youtube.com/watch?v=uzFXkT2w6Zk&feature=youtu.be>
  - Show this video during pre-enrollment and immediately before arrival on center. May also be shown in a group setting.

Following are dates and times of Webinar training sessions about these videos.

- Tuesday, Sept. 20, 2016, 11 a.m., Central
- Thursday, Sept. 22, 2016, 2 p.m., Central

**Webinar participants should watch each video prior to the training sessions, as the videos will not be shown during the Webinars.** The Webinars will cover:

- Key messages conveyed in the videos
  - Incorporating the videos into the admissions process
  - Discussing best practices for using videos with applicants
4. Expiration. Until superseded.
  5. Inquiries. All inquiries should be directed to Andrea Kyle Bobrik at [Kyle.Andrea@dol.gov](mailto:Kyle.Andrea@dol.gov). Feedback on the videos may be directed to [jcmarketplace@mpf.com](mailto:jcmarketplace@mpf.com).