

February 24, 2005

DIRECTIVE: JOB CORPS PROGRAM INSTRUCTION NO. 04 -18

TO: ALL JOB CORPS NATIONAL OFFICE SENIOR 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: GRACE A. KILBANE
 National Director
 Office of Job Corps

SUBJECT: Job Corps Vocational Certification Efforts Request for Information

1. Purpose. To release the Job Corps Certification Efforts Request for Information. Through the Request for Information, Job Corps will gather data related to ongoing efforts to update and align vocational training programs with available, nationally recognized skill standards and certification requirements.

2. Background. In 2004, the U.S. Department of Labor's (DOL) Employment and Training Administration (ETA) released its approach in response to the President's High-Growth Job Training Initiative. This initiative is a commitment and strategic effort in the United States to help prepare American workers to obtain good jobs at good wages with solid career paths, so no worker is left behind. It is designed to identify high-growth businesses and industries, evaluate their skill needs, and use the nation's workforce investment system and community colleges to ensure that people are trained with the right skills for these businesses and industries.

3. President's High-Growth Job Training Initiative. As a part of the President's High-Growth Job Training Initiative, ETA identified twelve occupational sectors that:

- a. Are projected to add substantial numbers of new jobs to the economy; or,
- b. Have a significant impact on the economy overall; or,

- c. Impact the growth of other industries; or,
- d. Are being transformed by technology and innovation requiring new skill sets for workers; or,
- e. Are new and emerging businesses that are projected to grow.

The occupational sectors include:

Automotive	Geospatial
Advanced Manufacturing	Health Care
Biotechnology	Hospitality
Construction	Information Technology
Energy	Retail
Financial Services	Transportation

Job Corps will continue to support the development and improvement of training programs in these areas as well as in other occupational sectors (such as renewable services, and the service industry) that promise career opportunities for Job Corps students.

4. Vocational Certification Efforts. To implement the President’s High-Growth Job Training Initiative, and elevate Job Corps vocational training programs to a higher level to better meet employers’ increasing requests for credentials from job seekers, Job Corps is furthering its efforts in the update and alignment of its vocational training programs with industry skill standards and certifications.

In today’s job market, employers seek well-trained workers with credentials that attest to their skills training and employment readiness. For job-seekers, certification:

- Shows professional commitment and ability to perform to established industry standards;
- Demonstrates that one places knowledge and expertise first, and;
- Improves a person’s job prospects by providing an advantage over a non-certified person.

The Job Corps community has taken steps to improve training programs by researching and integrating appropriate certifications. For example, a number of Job Corps technology-related programs such as network cabling, computer service technician, and the Cisco Network Academy train students for A+ certification.

Additionally, Job Corps' advanced auto repair programs are certified by the National Automotive Technicians Education Foundation (NATEF), and manufacturing programs are aligned to standards identified by the Manufacturing Skills Standards Committee, and train students towards industry-recognized National Institute of Metalworking Skills credentials. Many of the National Training Contractors such as The International Union of Painters and Allied Trades (IUPAT), and the United Brotherhood of Carpenters and Joiners in America (UBC), employ certified journeypersons as instructors.

In addition, the National Office of Job Corps has secured the services of McConnell, Jones, Lanier, and Murphy (MJLM) to assist with the continuous improvement of Job Corps vocational training programs. MJLM has significant experience in vocational education and workforce development derived from conducting management and performance reviews in higher education. They have worked with community colleges, nationwide, focusing on the college's ability to effectively manage and deliver developmental education programs to transition students from other education institutions as well as special programs related to workforce development.

In order to fully assess Job Corps certification efforts, the National Office of Job Corps is collecting data regarding the current status of credentialing in Job Corps vocational training programs, including the level and nature of program certification/accreditation, instructor certification, and student certification. The data will serve as the foundation for Job Corps research to identify certifications, licenses, and accreditations relevant to its vocational training offerings, instructors, and students and assist in the development of a system-wide credentialing strategy.

5. Vocational Certification Efforts Request for Information. This Program Instruction releases an electronic Request for Information designed to collect information regarding the current status of certification efforts for all Job Corps vocational training programs. The Request for Information must be completed by March 11, 2005. The Request for Information is located online at www.jccdrc.org. The User ID is jstaff and the password is SLAL40th.

6. Action. Center Directors are expected to assign appropriate management staff to complete this Request for Information. National Training Contractors, as well as operator and agency headquarters staff are expected to provide assistance where needed.

7. Expiration Date. March 11, 2005.

8. Inquiries. Inquiries may be directed to Yolanda Logan at (202) 693-3144 or emailed to logan.yolanda@dol.gov).