



# Your Workforce Connection

Preparing Today's Workforce For Tomorrow's Jobs

Fall 2009

The Northwest Tennessee Workforce Board publishes this quarterly newsletter to promote awareness of its programs and activities among the regional partners of Local Workforce Area 12.

Volume 7, Issue 2

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## Tennessee Rehabilitation Center Adds PAES Vocational Rehabilitation Clients to Utilize New System

The Northwest Tennessee Workforce Board and Tennessee Career Centers in partnership with the Tennessee Rehabilitation Center is proud to announce the addition of the Practical Assessment Exploration System (PAES).

PAES is a comprehensive curriculum that provides training in basic career and life skills. These skills relate to almost every type of career. Skills are taught in a systematic format that will assist Vocational Rehabilitation clients in becoming more independent.

PAES also serves as an assessment tool. The system determines client interest in specific work areas, competitiveness with peers, and PAES identifies the best possible teaching method for helping clients learn skills. The system assesses present behavior barriers to future success and is designed to change them to positive work behaviors.

Lastly, PAES is hands-on and operates in a simulated work environment with clients following specific work procedures and work rules. Clients become employees and Vocational Rehabilitation Representatives become supervisors. Strict procedures are followed so clients get the feel of real work, at the same time they learn and explore new career vocational areas.

"The Tennessee Rehabilitation Center at Dyersburg requested the Business Marketing, Industrial Technology, and Home Consumer Science career development areas" said Ann Pennell, Disability Program Navigator for the Tennessee Career Centers. "The Union City office selected Home Consumer Science and Manipulatory Processing and Production. They felt these areas would best prepare their clients for job opportunities in northwest Tennessee."

Vocational Rehabilitation clients who successfully complete PAES will know what they are good at doing, know where their strengths are, understand and employ work-related problem solving skills, practice proper work behavior, and know what careers interest them.

As clients complete the system, their representative will know what skills they can actually perform, if the client is competitive with the current workforce, what type of special assistance will be needed for slow learners and those with physical disabilities, what positive work behaviors clients have and which ones they need to develop, and how to develop better transition plans with the results from the PAES program.

Steve Reese, PAES Trainer with Talent Assessment Inc., provided training to staff from the Tennessee Rehabilitation Centers in Dyersburg and Union City, the Northwest Tennessee Workforce Board and the Tennessee Career Center.



Above—Pictured in front of the Home Consumer Science career development module components are (L to R): Margaret Prater, Assistant Director of Administrative Services for the NW TN Workforce Board; Ann Pennell, Disability Program Navigator for the Tennessee Career Centers in northwest Tennessee; Henry Lewis, Director of the NW TN Workforce Board; Ronda Baker, TN Rehabilitation Center Manager – Dyersburg; Steve Reese, PAES Trainer; and Chris Holbrook, Rehabilitation Supervisor for the TN Rehabilitation Center – Union City.



Above—Business Marketing career development area components.

## YOUNG ADULTS COMPLETE SUMMERWORKS PROGRAM



The Career Readiness Certificate is the answer for employers who want a trainable workforce. When applicants carry the Career Readiness Certificate, they demonstrate skills in math, reading and information processing. Employers can use these scores to make the best decision when hiring or training workers.

For more information about the Career Readiness Certificate: Ginger H. Powell  
731-286-3585, ext. 13  
[powell@nwtworks.org](mailto:powell@nwtworks.org)

Tennessee Career Centers and the Northwest Tennessee Workforce Board offered a SummerWorks internship program throughout the seven counties of Northwest Tennessee. The SummerWorks program was 7-weeks in duration beginning June 8 with a 1-week orientation followed by a 5-week on-site internship and completed with a 1-week wrap-up session where the participants had the opportunity to earn a National Career Readiness Certificate.

Funding became available through the American Recovery and Reinvestment Act of 2009 to engage economically disadvantaged young adults ages 16 to 24 in summer internships in private industry and businesses and through non-profit organizations. SummerWorks was created to teach the future workforce job readiness skills, work ethic, and the soft skills necessary for success in the workplace.

During the orientation week, participants learned about employer expectations, how to dress for success, how to fill out a timesheet, the importance of keeping a positive attitude, and brushed up on basic workplace skills in applied mathematics, reading for information, and locating information.

Participants then moved on to 5-week on-site internships at various private, public, and non-profit organizations. Interns worked 32 hours each week and received wages through the SummerWorks program.

These young adults were afforded the opportunity to have a job, gain valuable work experience, earn a wage, and reinvest those

wages back into their local economies.

Worksites also benefited by acquiring additional summer help without incurring any costs aside from training and mentoring interns.

Interns completed the SummerWorks requirement with the wrap-up week July 20. They experienced evaluations first-hand, learned to properly complete a job application, created resumes, practiced job search techniques, and held mock interviews. Participants also had the opportunity to earn a National Career Readiness Certificate.

Many of the SummerWorks interns are returning to high school, participating in dual enrollment classes, working as peer tutors, entering post-secondary training, attending Adult Education classes, and others were offered continued employment with their worksite.



Shacretia Foster working as an Intern at the Little General in Halls, TN.

## 13 Complete Technology-Based Career Exploration Camp

Gibson County High School made application for and was awarded grant funds through the Federal Workforce Investment Act to provide a 4-week Career Exploration program for disadvantaged high school seniors and new graduates in Gibson County.

Thirteen recent high school graduates and rising seniors from Gibson County and Peabody High Schools completed the program. Participants were introduced to careers in information technology, graphic/web design, digital media, software development, journalism, and photography & film creation.

The students began the technology-based career camp by taking simple photos with digital cameras and learning how to edit and improve the photos using Adobe Photo Shop. They advanced to developing blogs and making slideshows, short videos, and public service announcements. The various media applications are available for viewing at <http://careercampgchs.blogspot.com>. Links to the student blogs are also available on the website.

"In the end the students gained new insight into media and new skills in using technology to their advantage as creators of media" Gibson County High School faculty, Jason Turner, Aaron Perry, and Jimmy Barham write on the website. "We are very pleased with the participation and the overall outcomes of this program."

"The Career Camp was a success" said Derrick Quinn, Youth Case Manager for the Workforce Investment Act program. "The instructors were engaging and the students loved the technology-based theme. Although it was a learning environment, it was a

## Training Programs Available for Dislocated Workers

The American Recovery and Reinvestment Act of 2009 allocated funds for short-term training programs designed to assist dislocated workers, unemployed, and underemployed adults to get back in the workforce and be prepared for jobs of the future.

The Northwest Tennessee Workforce Board contracted with the Tennessee Technology Centers and Dyersburg State Community College to provide the following opportunities:

### Tennessee Technology Center at Ripley:

- Patient Care Technician—evening class taught at the Union City practical nursing classroom and skills lab. Class size=15. Begin date September 1, 2009
- Truck Driving—class size=4. Begin date September 1, 2009

### Tennessee Technology Center at Newbern:

- Registered Dental Assistant—evening class held at the Obion County Industrial Training Center in Union City. Class size=25. Begin date September 1, 2009.
- Business Systems Technology—evening class at the Tennessee Technology Center at Newbern. BST is a 3 trimester, 1296 hour program. Trimesters 1 and 2 are certificate level and trimester 3 is diploma level. Class size=25. Start date October 2009. Slots still available.

### Tennessee Technology Center at Covington:

- Heating and Air Conditioning—afternoon/evening self paced class. Up to 3 exit points with independent certifi-

cates. Class size=16. Start date September 15, 2009.

- Welding Technology—afternoon/evening self paced class. Four exit points available. Class size=16. Begin date to be determined. Slots still available.
- Automotive Technology—afternoon/evening self paced class. Three exit points will be offered with independent certificates. Class size=18. Start date to be determined. Slots still available.

### Tennessee Technology Center at Jackson:

- Building and Construction Trades—class held at the Humboldt Higher Education Center. Class size=20. Start date October 2009. Slots still available.

### Dyersburg State Community College:

- Emergency Medical Technician Accelerated Program—summer program held in Union City. Class size=24. Start date May 28, 2009.
- Emergency Medical Technician/Paramedic—12 month, 3 semester program held at the DSCC Jimmy Naifeh Center in Tipton County. Class size=24. Start date August 31, 2009.

Anyone interested in enrolling in one of the training programs listed above, with slots still available, should contact a Workforce Investment Act (WIA) Case Manager at the Tennessee Career Center. Contact information listed in the right panel.



Project funded by American Recovery and Reinvestment Act

(Camp cont. from page 2)

very different style than students traditionally expect. It was hands-on and completely interactive.”

Students were eligible to earn up to a \$400 stipend for completing the program.

A few students will be returning for their final year of high school, while others will enter post-secondary training or the workforce.

Career camps were also offered at Dyersburg State Community College and Lake County High School. DSCC introduced students to careers in information technology, audio & video technology, marketing, finance, law enforcement, healthcare, and transportation & logistics. Lake County High School focused on health sciences, food & nutrition, criminal justice, and STEM Careers (Science, Technology, Engineering, and



Gibson County youth complete technology-based career exploration camp hosted by Gibson County High School.



### Humboldt

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Humboldt, TN 38343  
731.784.3552

### Ripley

301-C Lake Drive  
Ripley, TN 38063  
731.635.3479

### Tiptonville

217 Church Street, Suite B  
Tiptonville, TN 38079  
731.253.8171

### Alamo

334 South Bells Street  
Alamo, TN 38001  
731.696.2530

### Covington

724 East Lucky Plaza,  
Hwy 51 North  
Covington, TN 38019  
901.475.2529

### Union City

126 East Main Street  
Union City, TN 38261  
731.884.2621

### Dyersburg

Comprehensive Center  
439 McGaughy Street  
Dyersburg, TN 38024  
731.286.8300

TDD

800.848.0299

or

731.286.8383



**NORTHWEST TENNESSEE  
WORKFORCE  
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**TENNESSEE  
CAREER  
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*Where People and Jobs Connect*

**Dyersburg State Community College—Fiscal Agent and Administrative Entity**

Northwest Tennessee Workforce Board  
Dyersburg State Community College  
313 West Cedar Street  
Dyersburg, TN 38024

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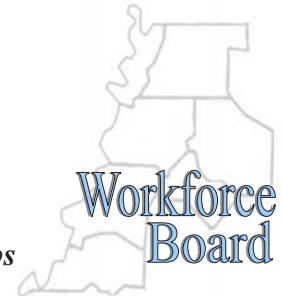
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*Preparing Today's Workforce for Tomorrow's Jobs*

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**For more information or to contact your local Workforce Investment Board Business Services Unit, call Henry Lewis (866) 286-3585, ext. 16 [lewis@nwtworks.org](mailto:lewis@nwtworks.org)**



*Dyersburg State Community College is an equal opportunity employer. Auxiliary aids and services are available upon request to individuals with disabilities. TDD# 731-286-8383*

**Applications Accepted for Incumbent Worker Training Grants**

The Incumbent Worker Training program provides grant funding for customized training for existing businesses. Through this customer-driven program, Tennessee is able to effectively retrain and keep local businesses competitive through upgrading the skills of its existing full-time employees.

The program is structured with flexibility to allow each individual business to design and meet its particular training objectives. Training may include industry or company specific skills, computer and technical skills. Awarded businesses may use public, private, or its own in-house training provider based on the nature of the training. Program instructors can be full or part-time educators, vendors or subject matter experts or professional trainers employed by the business.

**Program Requirements:**

- ◆ Existing Tennessee business must have been in operation in Tennessee for at least one year prior to application date
- ◆ Must have at least five full-time employees
- ◆ Must demonstrate financial viability
- ◆ Must be current on all state tax obligations

Funding Priority is given to businesses whose proposal represents a significant layoff avoidance and/or a significant upgrade in employee skills.

Reimbursable Training Expenses include instructor's/trainer's salaries, tuition expense, curriculum development, textbooks and manuals, and materials and supplies.

**As of July 1, 2009, applications are being accepted for the 2009-10 funding cycle and will be awarded on a first-come, first-serve basis.** Applications are available from the Tennessee Department of Labor and Workforce Development:

**[http://www.state.tn.us/labor-wfd/et\\_services\\_employers.html](http://www.state.tn.us/labor-wfd/et_services_employers.html)**

Applications must be accompanied by a letter of support from the Northwest Tennessee Workforce Board. Companies who have been awarded in the last calendar have limited eligibility.

**For more information or for assistance in developing your grant proposal, contact Henry Lewis, Director, at 866-286-3585 extension 16 or [lewis@nwtworks.org](mailto:lewis@nwtworks.org).**