

**Workforce Development Board
CCMEP/ WIOA Youth Follow-Up Services Policy**

Effective: July 1, 2016
Updated: 9-13-2017

Subject: CCMEP/WIOA Youth Follow-Up Services

Purpose: To establish and identify services available to participants exiting WIOA and CCMEP.

Policy: Follow up services are critical services provided following a program participant's exit from CCMEP to help ensure job retention or successful participation in post-secondary education / training.

All participants must receive some sort of follow up services for a minimum of twelve months following exit. The type of services provided and time frame are determined based on the needs of the individual.

Services include, but are not limited to:

- Leadership development and supportive services
- Regular contact with a program participant's employer, including assistance addressing work-related problems
- Assistance in securing better paying jobs, career pathway development, and further education or training
- Work-related peer support groups
- Adult mentoring
- Other services necessary to ensure the success of the youth participant in employment and/or post-secondary education; and/or
- A referral to the county's PRC program for services necessary to ensure the success of program participants in employment and/or post-secondary education.

Staff will assist customers throughout the follow-up period to aid in a successful outcome.

Distribution

WIOA Administrator
WIOA Coordinator
WIOA Supervisor
OMJ Supervisor
WIOA Staff
OMJ Staff
CCMEP Staff
WDB Director