



Work Experience

Workforce Innovation and Opportunity Act - WIOA

A federally funded program designed to prepare eligible individuals for employment

A Work Experience is:

- An opportunity for individuals to develop good work habits and basic employment skills.
- Provides an opportunity to explore occupations firsthand and gain limited job experience.
- A chance to develop and reinforce skills.
- Opportunity to build responsibility and confidence.
- A means of promoting a stronger workforce.

A Work Experience is not intended to displace or replace current employees or seasonal workers.

Snapshot

- You interview the WIOA applicant for a good fit.
- **We** complete the necessary paperwork.
- **We** pay for up to 520 hours of work-based learning up to \$11 per hour.
- **We** cover the workers compensation.
- **We** are the “employer,” but you call the shots.
- There is no obligation to hire at the end.

Your role is to:

- Provide a learning-rich job description.
- Provide skills training, mentoring and supervision.
- Track hours and submit weekly timesheets to the Idaho Department of Labor.
- Complete an employee evaluation.
- Communicate with the Department of Labor WIOA career planner to ensure success.

For more information contact your local Department of Labor office. Find the directory at labor.idaho.gov/officedirectory.