|  |  |
| --- | --- |
| **Basic Business Service** | **Coordinated Delivery****Attachment A**  |
| **1. Labor Market Information:**Access to:* Occupational descriptions
* Job and industry growth patterns
* Economic trends and forecasts
* Wage and benefit information
* Skill standards
* Labor force information
* Population and demographic information
 | **Business Services Team:**  |
| **Partner 1:***
 |
| **Partner 2:** *

**List Other Partner(s) if applicable:** |
| **Describe how these services are coordinated:**  |  |
| **2. Job listings:*** Employers list job openings according to their business needs
 | **Business Services Team:**  |
| **Partner 1:***
 |
| **Partner 2:** *

**List Other Partner(s) if applicable:** |
| **Describe how these services are coordinated:**  |  |

|  |  |
| --- | --- |
| **3. Applicant Referral:*** Referral of qualified job seekers to employers based on businesses requirements.
 | **Business Services Team:**   |
| **Partner 1:** |
| **Partner 2:** *

**List Other Partner(s) if applicable:**  |
| **Describe how these services are coordinated:**  |  |
| **4. Business Assessment:** * The assessment of business needs and the delivery of services, options and solutions
 | **Business Services Team:**  |
| **Partner 1:***
 |
| **Partner 2:** *

**List Other Partner(s) if applicable:** |
| **Describe how these services are coordinated:**  |  |

|  |  |
| --- | --- |
| **5. Access to Employee Training & Re-Training** * Skills enhancement
* Skill assessment
* Basic skills
* English as a second language
* On-the-job training
* Apprenticeships
* Customized or other employer based training
* Employer Training incentives
* Community and technical colleges
 | **Business Services Team:**  |
| **Partner 1:***
 |
| **Partner 2:** *

**List Other Partner(s) if applicable:** |
| **Describe how these services are coordinated:**  |  |
| **6. Business Assistance Information & Referral** * Business registration (master business application)
* Business retention, creation or expansion
* Employment laws and regulations
* Fair labor practices
* Interpretive services for recruitment and hiring
* Employee retention
* Unemployment Insurance information
* Tax information
* Tax incentives and tax credit information (e.g. Work Opportunity Tax Credit)
* Referral to local business resources
 | **Business Services Team:**  |
| **Partner 1:***
 |
| **Partner 2:** *

**List Other Partner(s) if applicable:** |
| **Describe how these services are coordinated:**  |  |

|  |  |
| --- | --- |
| **7. Comprehensive Web site:** [www.Go2WorkSource.com](http://www.Go2WorkSource.com)  |  |
| **8. Business Restructuring or Closures Information and Referral:*** Services to avoid layoffs (shared work options)
* Services to avoid closures
* Major layoffs and plant closures
* Worker Adjustment Re-Training Notification Act (WARN) requirements
* Re-employment services
 | **Rapid Response Team:** *
 |
| **Describe how these services are coordinated:**  |  |
| **9. Access to Facilities:** * Professional recruitment and interviewing environment
* Computers, internet connections and staff assistance.
 | **Business Services Team:**  |
|  | **Partner 1:***

  |
|  | **Partner 2:** *
 |
| **Describe how these services are coordinated:**  |   |