

FIND  
GROW  
RETAIN  
TALENT



PHILADELPHIA  
**WORKS** INC.



## **PHILADELPHIA WORKS** — THE CITY'S WORKFORCE DEVELOPMENT BOARD

---

We develop and manage smart workforce solutions that respond to business needs and increase economic opportunity for all Philadelphia residents.

Philadelphia Works, Inc. is a proud partner in creating economic opportunities.

>> Our vision is a thriving Philadelphia workforce and a stronger local economy.



## WHAT WE OFFER

### Talent Recruitment

Through the Pennsylvania CareerLink® Philadelphia system, which we fund and manage, businesses can:

- Access an online candidate pool
- Post free listings for job openings and attend hiring events
- Pre-screen job candidates for eligibility requirements

### Workforce Insights + Innovations

We foster an understanding of our region's labor market to shape workforce strategies.

- Browse analytical research on employment and workforce trends
- Connect to a variety of resources that build cross-sector relationships and workforce initiatives
- Learn about our innovative solutions and pilot programs that strengthen Philadelphia's economy

### Business Solutions

Philadelphia Works helps employers stay competitive in today's market. Employers can:

- Learn how pre-apprenticeship and apprenticeship models sustain business
- Support and develop your workforce by engaging youth and young adults
- Join Industry Partnerships and collaborate to address sector-specific workforce needs
- Leverage available workforce resources to build a robust talent pipeline

## WHO WE SERVE

- Employers
- Workforce Program Providers
- Workforce Training Providers
- Community Partners



## FIND, GROW, AND RETAIN TALENT

Philadelphia Works' Business Engagement Team is here to assist businesses in identifying a variety of employment and training solutions to grow and retain talent. At no cost to employers, our business solutions offer comprehensive services and strategic partnerships that diversify talent pipelines and support economic growth.



## BUSINESS SOLUTIONS AT-A-GLANCE

- **ON-THE-JOB TRAINING** or **CUSTOMIZED JOB TRAINING**  
>> Address industry specific hiring and training needs
- **INCUMBENT WORKER TRAINING**  
>> Support employee retention skills through upskilling
- **PRE-APPRENTICESHIPS** and **APPRENTICESHIPS**  
>> Build an earn and learn model for talent pipeline development
- **INDUSTRY PARTNERSHIPS**  
>> Convene with industry leaders to effectively address common industry challenges
- **LAYOFF AVERSION** and **RAPID RESPONSE**  
>> Prevent and minimize layoffs with training programs and early intervention

## BUILD A ROBUST TALENT PIPELINE



### BUSINESS SOLUTIONS



#### ON-THE-JOB TRAINING

On-the-Job Training (OJT) is an occupational skills training program that enables employers to hire and train new employees at their place of business while being reimbursed. This reimbursement assists employers with off-setting the costs of training. On the job training agreements are limited to the hiring and training of PA CareerLink® registered participants.



#### CUSTOMIZED JOB TRAINING

Customized-Job-Training (CJT) is a classroom-based training service that helps an employer or employers train participants to meet certain job requirements. It is initiated with a commitment by the employer to hire an individual upon successful completion of the training program. The employer also agrees to pay a portion of the training costs.



#### INCUMBENT WORKER TRAINING

Incumbent Worker Training (IWT) is intended for employed workers with an established work history of six months or more. These employees may have the knowledge, skills, and abilities needed in their current position, however, to advance in the company or to avoid a layoff, may require additional training.



#### LAYOFF AVERSION AND RAPID RESPONSE

To help prevent or minimize layoffs, Philadelphia Works offers training programs to help upgrade your employees' skills. Additionally, Rapid Response is an early intervention service that assists workers and employers affected by layoffs, plant closures, or natural disasters.

## JOIN AN **INDUSTRY PARTNERSHIP**

An Industry Partnership brings together employers, workers, and job training providers from a single industry sector to collaborate on improving the industry's competitiveness and address common workforce needs.



### INDUSTRY PARTNERSHIPS

- Coordinate regional support teams
- Support business needs
- Create career pathways
- Identify public and community resources
- Spur innovation
- Respond to skill gaps
- Increase efficiency + productivity
- Prepare businesses for the workforce of the future

## INDUSTRY PARTNERSHIPS AT PHILADELPHIA WORKS

### Advanced Manufacturing

The Southeastern Pennsylvania Manufacturing Alliance (SEPMA) is a business led, multi-employer collaborative comprised of regional manufacturers that work with education, workforce development, economic development and community organizations to address the workforce needs of the manufacturing industry.



SEPMA and Philadelphia Works partner to recruit industry leaders and facilitate the development of workforce solutions. Together, we can make changes to our system that no one group can do alone.

Learn much more at <https://www.philaworks.org/sepma/>

### Hospitality + Entertainment

Philadelphia Works' Hospitality & Entertainment Industry Partnership (H&E IP) gathers a professional alliance of industry leaders throughout the region to identify industry-wide challenges and to discuss, develop, and implement ongoing solutions. These local providers convene regularly to develop and support workforce initiatives to build a stronger and more competitive Hospitality and Entertainment industry.



The H&E IP focuses on training solutions, employee development, networking, recruitment, apprenticeship programs, and collaboration in order to raise career and industry awareness. Working together creates a mutually beneficial relationship that strengthens businesses and creates sustainable career pathways for existing and potential employees.

For more information visit <https://www.philaworks.org/industry-partnerships/>



## TRAIN PHILADELPHIA'S WORKFORCE



Through **Philadelphia Works' Skills Training Initiatives**, training contractors provide instruction and academic support for a class of Philadelphia residents who are invested in pursuing an education in order to advance their career.

Vocational skills courses have led to careers in healthcare, construction, IT, and more. Providers can offer education or industry informed-training opportunities for Philadelphia residents through the following funding models:

### Vocational Skills Training

Providers contract with Philadelphia Works to offer courses that lead to participants attaining a professional credential.

### Tuition Assistance

Organizations on the Eligible Training Providers List (ETPL) qualify to accept tuition assistance to support training opportunities for customers registered at local PA CareerLink® centers.

### Why Partner with Philadelphia Works?

When you partner with Philadelphia Works to provide individuals with the training they need to compete in today's job market, you benefit through:

- Resources and investments that directly benefit your training program
- A platform for communication, outreach, and recruitment
- Connection to Philadelphia Works' network of industry and workforce professionals
- Technical support to become a state approved Eligible Training Provider
- Access to industry workforce data and trends to inform your program offerings and economic valuation

TO LEARN MORE ABOUT PARTNERING WITH PHILADELPHIA WORKS AND/OR BECOMING AN ELIGIBLE TRAINING PROVIDER, PLEASE VISIT [WWW.PHILAWORKS.ORG](http://WWW.PHILAWORKS.ORG)

# STRENGTHEN YOUR WORKFORCE WITH APPRENTICESHIP + PRE-APPRENTICESHIP

**Apprenticeship** is an employer-driven, work-based training program that creates a pipeline of diverse and knowledgeable workers. **Pre-Apprenticeships** prepare workers for the minimum requirements for entry into an established Apprenticeship program, while Apprenticeships offer a combination of on-the-job and related classroom instruction.

## Partnership + Collaboration

Philadelphia Works can connect your business to valuable partners such as:

- Educational institutions and training providers with technical expertise for help with curriculum development
- PA CareerLink®, community organizations, and high schools for candidate recruitment, screening, and pre-apprenticeship training
- Dedicated apprenticeship navigators in your industry
- Industry partnerships with similar employers

## Development + Administration

With our hands-on apprenticeship assistance, Philadelphia Works can:

- Address your talent pipeline needs
- Enhance your on-the-job training
- Assist with document preparation for official registration
- Support program start-up and operation
- Provide guidance on identifying and training mentors

## Funding Identification + Management

Philadelphia Works provides a range of services to help start a new program or enhance a current one in particular:

- Identifying local, state, federal, and private agency funding
- Assistance with grant and other funding applications
- Directly managing funding awards as an official fiscal agent
- Assistance in adhering to all funding award and reporting requirements



## SUPPORT OUR FUTURE WORKFORCE

Building a robust talent pipeline starts by strengthening the workforce of tomorrow. Business solutions are available to youth and young adults and strategic investments are made to develop the workforce of the future. For businesses, year-round opportunities are available to engage residents 12-24 years old.

### Partner with Philadelphia Works

Connecting young people to early career opportunities not only diversifies talent pipelines, it strengthens our economy.

Partner with **Philadelphia Works** to inform, develop, and implement ongoing opportunities such as:

- Paid work experiences
- Career readiness training
- Financial literacy education
- Pre-apprenticeship and occupational training
- Entrepreneurial skills training
- Postsecondary preparation

### Engage Youth and Young Adults

Explore options to engage youth and young adult:

- Hire or host an intern
- Start or support an apprenticeship program
- Offer career exposure to your business industry
- Connect to Philadelphia's summer jobs program at [WorkReady.org](http://WorkReady.org)



**Fuel Philadelphia's Talent Engine**