

**DRAFT**

**BURLINGTON COUNTY**

**“TO-WORK”**

**CONSOLIDATION**

**PLAN**

**March 15, 2004**

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## **EXECUTIVE SUMMARY**

### **Background**

#### **Burlington County Workforce Investment Board Mission Statement**

The Burlington County Workforce Investment Board is committed to building and maintaining a workforce of the highest quality. Our services are designed to not only benefit employers and job seekers, but to enhance the social economic well being of all citizens who live and work in Burlington County.

The primary responsibility of the WIB is to serve as an alliance of the public and private sectors for the purpose of coordinating planning, policy guidance, and oversight of workforce development in Burlington County. In partnership with the Board of Chosen Freeholders, the overall goal is to develop and sustain a unified; labor market-driven system that can deliver needed services to job seekers and employers in an effective and cost efficient manner.

The Workforce Investment Act of 1998 provided a unique opportunity to establish a localized, full-service employment and training system that would make programs and resources easily accessible to individuals who need them. Through the Workforce Investment Act and the New Jersey Unified Plan for Workforce Investment, the employer led Burlington County Workforce Investment Board, which was established in 1995, provides policy guidance, and oversight of Burlington County's workforce development system. We have emphasized the importance of coordination of all workforce readiness programs in Burlington County and will continue to do so.

The current members have expressed a desire to plan and lead change in a creative, productive, proactive and aggressive manner to meet not only the needs of the Workforce Investment Act, but also the needs of the entire Burlington County workforce population.

The mission of the Burlington County One-Stop Career Center is to serve as a mechanism to "provide quality, accessible and comprehensive employment and supportive services responsive to the needs of employers, job seekers and the community." The underlying principal of this document is to identify more efficient ways of delivering services to customers through a unified One-Stop environment, ultimately resulting in a cost-effective workforce delivery system.

***In accordance with the Workforce Investment Act of 1998 Section 121 (d) and (e), the Burlington County Workforce Investment Board with the agreement of the chief elected official of Burlington County chose to utilize the consortium of three One-Stop partner option sited in the Act. The following partners are co-located and meet the consortium of three mandated partners clause: The Division of***

***Vocational Rehabilitation, Workforce New Jersey (Wegner-Peyser), Unemployment Insurance, and the administrative entity of Workforce Investment Act Title I funds. Additionally, also co-located is the administrative entity for Temporary Assistance to Needy Families, Food Stamp Programs, and General Assistance Programs.***

***With input from the Burlington County Workforce Investment Board, One-Stop partners and the One-Stop site consortium members, the Burlington County Board of Chosen Freeholders established a County department for the One-Stop Career Center System. The Workforce Investment Board's executive committee developed criteria, in compliance with the Workforce Investment Act and the State's vision of the One-Stop Career Center System, for the One-Stop operator to follow.***

***The Burlington County One-Stop Career Center is designed and operates in a functional framework. Therefore, the management structure of the day-to-day operations is performed functionally as well. The manager of Workforce New Jersey is responsible for the day-to-day operations of Core and Intensive services while the manager of the Workforce Investment Act funded activities is responsible for the Training level of services. Both functional managers are responsible for carrying out the policy, procedures, and customer flow set by the One-Stop Operator team.***

***Since the Burlington County One-Stop Career Center does not provide Training services directly, the Workforce Investment Board Coordinator is also the One-Stop Career Center System Coordinator. The Coordinator is a county employee who reports to the elected officials and is responsible for the day-to-day operations of the One-Stop Career Center System and is held accountable to meet the roles and responsibilities set forth for the Burlington County One-Stop Career Center System.***

The primary goal of the Burlington County One-Stop Career Center System is to become the job connecting point for employers and job seekers. Secondary goals include the identification of appropriate supportive services (i.e. literacy, transportation, childcare, etc.) for customers that will enable them to be successful in their endeavors to become self-sufficient.

An improved workforce investment system will help reduce dependency on public assistance; provide individuals with marketable skills; connect qualified applicants with employers; and, provide the youth of our community with the developmental and educational opportunities they need to be successful. This investment in human capital will attract business to the community, which in turn will increase economic development within the county and the state.

Burlington County residents and businesses must have the knowledge and skills necessary to succeed in a rapidly changing economy. The needs and aspirations of job

seekers and employers will drive the delivery of workforce development programs and services. This commitment will allow workforce information and services to be delivered in a seamless way that produces tangible, measurable results for job seekers, businesses, employees and the community at large.