

SCSEP MOU/IFA Language

The SCSEP program is implemented by New Jersey's Department of Labor and Workforce Development Division of Workforce and National Grantees. This partnership is directly responsible for providing seamless and comprehensive services to participants, host agencies, and employers.

Senior Community Service Employment Program (SCSEP) provides subsidized, part-time, community service training for lower-income workers over 55 that face barriers to employment. Program participants work 15 to 25 hours a week in a community service assignment and are paid New Jersey's minimum wage. SCSEP is designed to meet the needs of our NJ older workers.

SCSEP is fully integrated into the One-Stop Career Center system. This integration provides older workers with job placement assistance, vocational counseling, career exploration, and job search support, as well as access to foundational skill development, occupational training, and a wealth of supportive services to help eliminate barriers and increase employment opportunities.

Co-enrollment in WIOA ensures participants receive a full array of wrap-around services. Participants receive career services, training, supportive services, and job coaching/mentoring to increase employment and retention opportunities.

1. *1.1 The services that each partner provides*

SCSEP provides the following to participants:

- Assessment
- Intake/Registration
- Individual Employment Plans (IEP)
- Basic Skills/ESL Training
- Career Services
- Occupational Training
- Supportive Services
- Employment/Retention Services

The SCSEP Program continues to be fully integrated within the One-Stop system. As such, participants receive training, supportive services, and job placement and retention services. Program staff will continue to collaborate and ensure co-enrollment with the One-Stop system.

2. The method(s) the partner uses to provide services (in-person, virtually, through cross-trained partners, through direct linkage)

SCSEP provides services to participants via:

- In-person
- Virtual
- Partnerships with Community Based Organizations/ Non-profits (such as libraries) and host agencies
- Co-enrollment with One-Stop Career Centers (OSCC)

3. Strategies for cross-training other staff and partners

SCSEP grantees deliver consistent quality training and technical assistance on policies and procedures to staff on a regular basis. Teams calls are held with program staff to communicate program policy and vital information and provide training and technical assistance regarding policy changes, program goals and performance. The State SCSEP Director promptly informs grantees, management and staff of all policy changes and updates.

4. The partner's role in outreach, recruitment, and marketing

SCSEP continues to develop outreach strategies (i.e. websites, social media, job fairs) to increase enrollment and unsubsidized employment opportunities for seniors. Through on-going marketing and outreach efforts as well as partnerships with employers, economic development partners, Chambers of Commerce, business associations, and other economic development groups job opportunities for participants are increased statewide.

5. The partner's contributions to programmatic accessibility

SCSEP program staff will continue to provide quality services to older workers. SCSEP is successfully integrated into the One-Stop delivery system and has a positive reputation with employers, who have reported high satisfaction with SCSEP participants who have entered employment. NJ SCSEP's long-term strategy is to continue to upskill older workers to expand career paths that lead to employment, retention, and self-sufficiency.

SCSEP staff will continue to strengthen its collaboration with NJDOL's workforce development system (Apprenticeship/Business Engagement, Office of Research Information, and One-Stop Career Centers) to

ensure participants are co-enrolled and have access to a wealth of programs, services, training, and employment opportunities. This will ensure the program's continued accessibility and success

6. The partner's contributions to any priorities of service and/or to targeting special populations

In selecting eligible individuals for SCSEP participation priority will be given to individuals who have one or more of the following characteristics:

- Are 65 years of age or older.
- Have a disability.
- Have limited English proficiency.
- Have low literacy skills.
- Reside in a rural area.
- Are veterans (or eligible spouses of Veterans).
- Have low employment prospects.
- Have failed to find employment after using services provided under WIOA.
- Are homeless or are at-risk of homelessness.
- Are formerly incarcerated or on supervision from release from prison or jail within five years of the date of initial eligibility determination.