



MEMORANDUM OF UNDERSTANDING

Between

**New Jersey Youth Corps of New Jersey City University, and
The Hudson County/Jersey City Workforce Development Board**

Hudson County



Jersey City

1. PURPOSE

This Memorandum of Understanding (MOU) by and between New Jersey Youth Corps of New Jersey City University (NJYC), and the Hudson County/Jersey City Workforce Development Board (HC/JCWDB) is made to ensure a collaborative between the two organizations, driven to link the youth who are out of school within our communities with educational, employment and training services.

2. PARTNER BACKGROUNDS

New Jersey Youth Corps

Founded in 1985, New Jersey NJYC is one of the largest youth service and conservation corps in the United States. Youth Corps is a year-round, voluntary program that engages young adults (ages 16 to 25) in full-time community service, training, and educational activities. Guided by staff who serve as mentors and role models, teams of youth called "crews" carry out a wide range of service projects. In return for their efforts to restore and strengthen communities, Corps members receive education development in basic skills and preparation to obtain a high school diploma; life skills and employability skills instruction; personal and career counseling; transition services; community service opportunities, and Corps members receive a stipend while enrolled in Youth Corps.

Hudson County/Jersey City Workforce Development Board

The Hudson County/Jersey City Workforce Development Board (HC/JCWDB) engages leaders from the private sector, public agencies, labor unions and community-based organization to inform Hudson County's and Jersey City's workforce and economic development strategies and ensure that the workforce development system's efforts to create a strong workforce are aligned with employer demands. The HC/JCWDB conducts oversight of and sets broad priorities for allocation of Workforce Investment Opportunity Act (WIOA) to ensure that investments in the workforce development system are meeting the needs of industry and the education and training of current and future workers.

3. ROLES AND RESPONSIBILITIES

New Jersey Youth Corps agrees to:

1. Per the Department of Labor and Workforce Development, require that registration at the One Stops be mandatory for youth to receive Youth Corps services.
2. Designate an individual from its organization to serve as primary point of contact whom will be available for consultations and meetings with the HC/JCWDB and its constituents at mutually agreed upon times and places on an as needed basis.
3. Make reasonable efforts to advertise the services available at HC/JCWDB and its constituents to its youth and their families.
 - a. Such advertising can include, without limitation:
 - i. Requiring attendance and registration at the One Stops be mandatory for NJYC enrollment;
 - ii. Posting or displaying One Stop outreach materials on bulletin boards, resource tables, and social media; and
 - iii. Announcing particularly relevant events, such as job fairs or program enrollment deadlines to NJYC members.
4. Make reasonable efforts to refer youth to HC/JCWDB and its constituents who may benefit from the services available.

- a. Such referrals can include, without limitation:
 - i. Assisting individuals in obtaining the required documentation to complete registration prior to their arrival (identification cards, social security cards, CASAS test scores etc.);
 - ii. Informing the HC/JCWDB's designated contact person in advance to expect the arrival of an individual with particularly challenging barriers to employment such as disability, homelessness, current criminal justice involvement, high school dropout, or substance use disorder.
5. When youth are co-enrolled in NJYC and HC/JCWDB's One Stops under WIOA OSY funding, NJYC will work with HC/JCWDB to ensure that all elements of the Individual Service Strategy are met and fulfilled by youth.

Hudson County/Jersey City Workforce Development Board agrees to:

1. Share NJ AOSOS ID numbers with NJYC for state reporting purposes only.
2. Designate an individual from its organization to serve as primary point of contact who will be available for consultations and meetings with NJYC at mutually agreed upon times and places on an as needed basis.
3. Provide outreach materials to NJYC with special emphasis on time-sensitive announcements for events or program enrollment deadlines.
4. Invite NJYC, to co-sponsor or collaborate on relevant events such as job fairs which shall not be predicated upon financial obligation of NJYC.
5. Provide WIOA Adult/Youth services such as Individual Training Accounts and Employment Services to qualified youth that are referred by NJYC.
6. When youth are co-enrolled in WDB Youth Services and NJYC under WIOA OSY funding, HC/JCWDB and its constituents will ensure that any of the 14 program elements that are not provided by NJYC are made available to these co-enrolled youths as deemed necessary by the required Individual Service Strategy.
 - a. Program elements/services may include:
 - i. Tutoring, Study Skills Training, Instruction, and Dropout Prevention activities that lead to completion of a high school diploma or recognized equivalent.
 - ii. Alternative Secondary School and Dropout Recovery Services assist youth who have struggled in traditional secondary education or who have dropped out of school.
 - iii. Paid and Unpaid Work Experience is a structured learning experience in a workplace and provides opportunities for career exploration and skill development.
 - iv. Occupational Skills Training is an organized program of study that provides specific skills and leads to proficiency in an occupational field.
 - v. Education Offered Concurrently with Workforce Preparation is an integrated education and training model combining workforce preparation, basic academic skills, and occupational skills.
 - vi. Leadership Development Opportunities encourage responsibility, confidence, employability, self-determination, and other positive social behaviors.
 - vii. Supportive Services enable an individual to participate in WIOA activities.
 - viii. Adult Mentoring is a formal relationship between a youth and an adult mentor with structured activities where the mentor offers guidance, support, and encouragement.
 - ix. Follow-up Services are provided following program exit to help ensure youth succeed in employment or education.
 - x. Comprehensive Guidance and Counseling provides individualized counseling to participants, including drug/alcohol and mental health counseling.
 - xi. Financial Literacy Education provides youth with the knowledge and skills they need to achieve long-term financial stability.
 - xii. Entrepreneurial Skills Training provides the basics of starting and operating a small business and develops entrepreneurial skills.

- xiii. Services that Provide Labor Market Information offer employment and labor market information about in-demand industry sectors or occupations.
- xiv. Postsecondary Preparation and Transition Activities help youth prepare for and transition to postsecondary education and training.

4. TERMINATION/MODIFICATION OF AGREEMENT

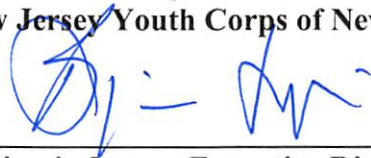
This MOU shall be effective immediately upon the execution of signatures below, and shall remain in effect until terminated. Both organizations will collaborate on a mutually agreed-upon date for a meeting if this MOU must be terminated, amended, modified, or supplemented. All changes must be done in writing.



Nikketa Pressley-Walsh, Director
New Jersey Youth Corps of New Jersey City University

12/12/2019

Date



Benjamin Lopez, Executive Director
Hudson County/Jersey City Workforce Development Board

12/12/19

Date