

1. (continued) Part-Time Employment is aimed at helping this population gain work experience while developing basic employment skills and work habits. Once finished with the educational component of their Welfare-to-Work plan or their Subsidized Employment Assignment, participants will be able to offer both skills and experience to potential full-time employers.
2. (continued) Employers that serve the Part-Time population will be those that can offer entry level positions that enable participants to develop marketable work skills and experience. Part-Time employment will focus on common entry level jobs in the retail and office professional fields.

Santa Clara County may also seek partnership with employers to develop specialized positions for English as a Second Language learners and those needing flexible work hours to accommodate school scheduling.

4. (continued) Once prepared for the Application and Interview Process, participants will meet with an Employment Counselor who will provide Placement Assistance. Through this process, the Counselor will review the client's assessment and identify potential employers that align with the participants experience and goals. The counselor will arrange interviews with employers and follow-up with the participant or employer to find out the results. The counselor will also arrange additional interviews when necessary.

After a client is placed at a worksite, the client will continue receiving job retention and support services to ensure successful employment at the worksite. Follow-up evaluations will be conducted at thirty-day intervals. The follow-up evaluation will serve as a monitoring function to ensure that the participant receives support and successful transition into permanent unsubsidized employment.

5. (continued) Program participants will receive ongoing job coaching throughout their participation in subsidized employment and during the retention phase once the participants secure unsubsidized employment.