



# In Demand Occupation Policy

Approval Date: March 7, 2025

## Purpose

The purpose of this policy is to define demand occupations to ensure that participation in training/educational programs lead to a job or an increase in wages. This policy applies to Adults and Dislocated Workers utilizing Individual Training Accounts (ITAs). This policy does not apply to any other training services accessed by these two customer groups.

## Background

Demand occupations are identified by the Ohio Department of Job and Family Services and can be viewed on the Workforce Inventory of Education and Training (WIET) site at <https://owcms.ohio.gov/wiet/index.xhtml>. Each program year, at least 85 percent of new ITA enrollments for the local area must be in an in-demand occupation or critical job as defined by the state of Ohio.

## Policy

ITA funds for Adults and Dislocated Workers may only be used to purchase training services to obtain a job or a wage increase in one of the demand occupations approved by Greater Cleveland Works. To qualify, the occupation must appear as an in-demand occupation on the Workforce Inventory of Education and Training (WIET) site.

Greater Cleveland Works may designate additional occupations that do not meet the above criteria but have a potential for sustained demand or growth in the local labor market. Events that may prompt determination as in-demand within the local area include, but are not limited to:

- Significant changes in the local economy.
- Warning of significant layoffs or plant closures.
- New business openings or significant growth of an existing business.
- Special programs for businesses and/or community agencies.
- Actual participant outcomes, survey results, or job orders or job offers from employers.
- Listed as a growing occupation on ONET, Bureau of Labor Statistics, and/or Ohio Labor Market Information or other sources.
- Determined to be a significant civic initiative.

No more than 15% of the total number of approved trainings for Adults and Dislocated Workers will be used for ITA agreements for occupations defined as in-demand within the local area.

The reason that an occupation was deemed as in-demand must be documented in the case file.

Documented evidence of employment/job offer must include that the business agrees to the following:

- Regular full-time employment (32-40 hours per week or standard for the industry)
- Receive full company benefits
- Hourly wage of at least \$15.00 per hour

If an eligible training provider is not approved on the Provider list for an in-demand occupational training, the Greater Cleveland Works staff will seek out applicable organizations that may apply to provide the in-demand occupational training.