

## What is workforce training?

The South Dakota Department of Labor and Regulation (DLR) offers employment and training programs designed to help provide employers a quality workforce. DLR can increase the employability skills of potential workers through a variety of services.

Businesses and other organizations interested in hiring full-time employees with the specific skills needed for their workplaces can benefit. As a training partner, you can increase your pool of potential employees and may even be reimbursed for some of your payroll

## What are the benefits of hiring a trainee?

- Shape and tailor your workforce by training on-site
- Acquire employees who are open to careers in non-traditional occupations
- Contribute to positive outcomes for both adults and youth
- Receive assistance while planning your training or handling trainee issues
- Reduce recruitment and training costs
- Possibly increase tax credits

## Contact your local DLR office!

Aberdeen	605.626.2340
Brookings	605.688.4350
Hot Springs	605.745.5101
Huron	605.353.7155
Lake Andes	605.487.7607
Madison	605.256.5300
Mitchell	605.995.8060
Mobridge	605.845.2971
North Sioux City	605.242.5445
Pierre	605.773.3372
Pine Ridge	605.867.5843
Rapid City	605.394.2296
Sioux Falls	605.367.5300
Sisseton	605.698.3964
Spearfish	605.642.6900
Vermillion	605.677.6900
Watertown	605.882.5131
Winner	605.842.0474
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# Workforce Training

## What can workforce training do for my business?

DLR programs will help you train your future workforce in the skills needed to help your business thrive and be successful.

In addition, you may qualify for wage reimbursement of up to 50 percent by working with prospective employees needing improved:

- Math or communication skills.
- Basic education.
- Job-readiness capabilities, such as appearance or personal responsibility.
- Job-specific skills.

## Training programs include:

### Work Experience

These planned learning experiences help potential employees learn about the world of work, develop skills and knowledge necessary to succeed, and learn about the specifics of your workplace. Even better, DLR will be paying the trainee's wages, Social Security taxes and workers' compensation insurance.

### On-the-Job Training

(OJT) Occupational training at your business allows you to train specifically for your needs. If you hire the trainee full time at the end of the training period, you may be reimbursed for up to half the beginning wage over the training period.

### Customized Skill Training

When one or more businesses need structured training in specific skills, the DLR local office will work with you to organize a program geared to your occupational needs. This program may be a combination of classroom training and OJT experiences.

## Who are the participants?

DLR looks for those individuals who are seeking their first job, who are under-employed in entry-level jobs or who need extra help to complete their education or training or to keep a long-term job. Workers who have been laid off may also be eligible.

Workforce training is **not** an entitlement program. Adults and youth seeking employment or training can participate if they have been selected by a DLR local office. This eligibility decision is based on an assessment of the individual's needs, interests, abilities, motivation and prospect for successful completion of training.

## How can the Career Learning Centers help?

In addition to the training programs, your business may be able to take advantage of the Career Learning Centers (CLCs).

These are local, nonprofit organizations that assist with work readiness, education programs, skill training and employment counseling. CLCs will work closely with you and the DLR local office to design a training program right for your future workforce.

## Where can I get more information?

- Visit your DLR local office
- Visit [www.sdjobs.org](http://www.sdjobs.org)

