

USEFUL TIPS FOR SMALL BUSINESS OWNERS/MANAGERS FUNDS AVAILABLE FOR NEW HIRES OR RE-TRAINING EXISTING EMPLOYEES

Small Business Owners and Managers who are interested in hiring new employees or seek training for present employees to improve existing skills or learn new skills, now have the resources to accomplish these goals.

The West TN Workforce Investment Board, (LWDA- 11), can provide On-the-Job, (OJT), training for new hires and incumbent worker training for existing employees to qualified small businesses in the eight counties of LWDA-11. These counties are: Haywood, Hardeman, McNairy, Chester, Madison, Henderson, Decatur and Hardin.

Unique features of the OJT program are:

1. The participant begins training as a permanent employees of the employer;
2. Participant receives training in a production setting under appropriate supervision, gaining knowledge of the position and acquiring and applying occupational skills while performing On-the-Job;
3. The OJT is limited by the period of time required for the participant to become proficient in the occupation for which the training is being provided.

OJT employers must first agree to hire and train eligible participants. Reimbursement of up to 50% of the wage rate is provided to compensate the employer for the costs of the training.

The purpose of the Incumbent Worker Training, (IWT), program is to support training that results in either:

1. New skill attainment for employees;
2. Process improvement that contributes to the competitiveness and productivity of the business.

Tennessee small businesses that have been in operation for a minimum of one year prior to the IWT application date, employing at least five full-time employees and are current on all federal and state tax obligations, are eligible to apply.

Both programs can be significantly beneficial to small businesses in this eight county area, either by creating new employment at a reduced cost or retaining skilled workers through retraining.

Contact the Workforce Innovation and Opportunity Act, (LWDA- 11), office to apply or for more information. They are located in the SWHRA offices at 1527 White Avenue, P.O. Box 264, Henderson, TN, 38340, or call 1-800-572-5782 or 731-989-0533.

If you would like more information on this or other topics regarding your business, a FREE and CONFIDENTIAL visit with Ron Acree, Director of the TN Small Business Development Center, JSCC , may be helpful. This counseling is provided as an additional service of your local Chamber of Commerce. Contact the Chamber for an appointment.