

Check out some of the benefits...

Career Transition

- Career Counseling and Assessment
- Evaluating your Job Skills and Abilities
- How to Access Other Job Services
- Adjusting to Unemployment

Job Search

- How to Get Started, Job Attainment
- Where to Market yourself in the Labor Market

Resume writing

- Resume Format
- Assessment of Job Skills and Education
- How to Present Yourself I the Best Light

Interviewing Skills

- Preparing for the Interview
- Do's and Don'ts
- Guidelines for Successful Interview

Supportive Services

- Information on Job Training Opportunities
- State and Federal Job Researching
- Internet Browsing
- Use of Computers, Telephones & Fax

Job Training

- Employment Related Training
- Upgrade Skills
- Customized Training (referrals)

Other Services

- Referrals to Central Area Career Center
- Referrals to other service providers

Where to Find Us:

Five Sandoval Indian Pueblo's Inc.
WIA -Employment & Training Project,
4321-B Fulcrum Way NE
Rio Rancho, NM 87144
Fax: (505) 867-3514

Hours of Operation:

Monday through Friday
8:00 am—12:00pm & 1:00 pm—5:00pm
(Walk-Ins are WELCOMED!)

For more information please contact us at the following:

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Department of Labor, Employment &
Training Administration, Indian &
Native American Program funded project.



WIOA—
Workforce
Innovative
Opportunity Act

Employment
&
Training Project

About WIOA Employment & Training Project

WIOA—WORKFORCE INNOVATIVE OPPORTUNITY

ACT is a federal employment & training legislation that is intended to increase the employment, retention and earnings of participants, which will improve the quality of the workforce, reduce dependency and enhance the productivity and competitiveness in the quality of life for individuals.

Five Sandoval Indian Pueblos, Inc. (FSIP)

,Employment & training Project administers two programs: Adult programs and Year-round Supplemental Youth Services.

Who is Eligible....

To be eligible for Intensive Services one must be a tribal enrolled member from one of the following Pueblos: Pueblo De Cochiti, Pueblo of Jemez, Pueblo of Sandia, Pueblo of Santa Ana, Pueblo of Zia and the Pueblo of San Felipe.

Also, meet the Federal income guidelines published through the Department of Labor, Employment & Training Association, Department of Indian Native American Program and the Federal Register.

DOCUMENTS NEEDED

Legal Photo Identification
Social Security Card
Birth or Baptismal Certificate
Certificate of Indian Blood
Income Verification (past 6 months)
Applicant statement

Award letters for public assistance , are required or verification purposes
Selective Service Card (males 18 & older)
Class Schedule & Degree Plan (CRT applicants only)
-Needs Analysis Form (CRT applicants only)
-Transcripts/Grade Reports (CRT & Youth only)

Adult Program

This program is designed to service individuals 25 and older. Individuals may be placed in employment or be provided funds to advance their education. There are three (3) adult program components and support services.

Classroom Training (CRT) - enrolls adults in short term training institutions. Participants are allocated funds to pay for books, supplies, uniforms, or fee/tuition.

On The Job Training (OJT) - Individuals considered to semi-skilled and are familiar with the general concepts and requirements of the work place will be enrolled in an OJT activity. Actual length of training will be determined at the time of enrollment and funding available.

Work Experience (WE) - Provides temporary work activities to individual who lack general concepts of a work place and are provided experience and knowledge through hands-on job training. Length of training is up to 10 weeks.

Supplemental Youth & Year-Round Youth Services -This program was designed to provide temporary work experience to youth between the ages of 14-24 during the summer months, and who are enrolled full time students, economically disadvantaged, at-risk Native American Youth and who fall into one or more of the following criteria:

- At risk/dropping out of school*
- Individual w/Disability*
- Basic skill deficient*
- Failing Grades*
- Education attainment is one or more grades below normal*
- Potential Drop Out*
- High Absenteeism Rate*
- *Offender*
- Youth referred thru Tribal Courts*
- Pregnant or Parenting Youth*

Placements are made at the tribal communities, non-profit organization and employers within the public/private sector of Bernalillo, Albuquerque, Santa Fe and Jemez Springs. Participants are compensated at an allowable rate of pay, no less the federal minimum wage with fringe benefits.

Supportive Services (S/S) - will be provided to participants who can not afford to pay for services while under any WIA activity. Supportive services include:

- Child Care Allowance*
- Transportation Allowance*
- Health Care (purchase of prescription glasses only)*
- Reimbursement for (books & supplies)*

Participants are eligible for program services depending upon funding availability.