

About Customized Training

What is Customized Training?

Finding the right talent has become increasingly difficult. The traditional recruiting tactics may be increasing the organizational costs. The customized training program is a proactive way to help build the employee skills the organization or industry needs to be sustainable.

Customized training is a structured process that provides participants with the knowledge and skills to be competent in the job for which they are hired and lead to stable employment. Training will lead to an industry recognized credential or certification, increasing the potential employee's ability to gain employment with the company and the industry being represented.

Customized training is focused on providing a group of individuals with an industry recognized certification or credential. Upon successful completion of the training the employer commits to interviewing successful candidates for full-time employment.

What are the requirements?

Organization to provide industry recognized training resulting in skill enhancement.

- Your organization defines an appropriate training provider that will work with you to create and deliver industry relevant training that provides a recognized credential or certification.
- The training can include the basic off the shelf training for the certification but should consider how to overcome reasons individuals are not eligible to receive an offer letter and reasons for employee derailment in the first 90 days.
- Organization or training provider should develop a pre-screen process for candidates to match qualified applicants so there is an increase in the number of successful completers and offers made.
- The organization agrees to interview all successful candidates of the training.
- The program intent is to maintain permanent employment status past 12 months.

How does the program work?

- Reimburses the employer 50% of the training costs up to \$3,000 per participant.
- Employer maximum payout amount is \$95,000 per fiscal year (July to June).
- Identify specific skills needed to be successful in the targeted job position.
- We work together to ensure a customized training plan is developed that meets your organization's needs.
- ARIZONA@WORK will assist in the recruiting of talent into the program and will provide the necessary.
- ARIZONA@WORK will determine eligibility of participants prior to entering the training.
- The focus of ARIZONA@WORK is to provide recruiting and training opportunities to the unemployed, underemployed, and underserved populations. Eligibility requirements reflect this mission.

Program Process

A typical customized training program process involves a discussion between the hiring organization, education provider, and the ARIZONA@WORK, City of Phoenix team.

If the program is determined to be a good match for the company, education provider, and ARIZONA@WORK, City of Phoenix, a curriculum plan and course outline is created.

After a curriculum is created and agreed on, a customized training application form is completed and submitted for approval and contract creation. This process typically takes about six weeks to contract execution.

After the contract is completed, the program can begin delivering training. The entities will team together to host information sessions and market the training opportunity. After the training is delivered, the hiring company submits an invoice to the City of Phoenix for the individuals who were eligible and is reimbursed for 50% of the training costs.