

*Workforce  
Innovation Board  
of Western Illinois*



# EMPLOYER RESOURCES GUIDE 2023

[www.wiworkforce.com](http://www.wiworkforce.com)



## EMPLOYER RESOURCES GUIDE

The Workforce Innovation Board of Western Illinois brings together partner organizations and community leaders to provide an array of online resources for business and industry leaders.

This Employer Resources Guide provides an overview of available programs and services for employee recruitment, training, and apprenticeships.

Visit **[www.wiworkforce.com](http://www.wiworkforce.com)** to learn more about the Workforce Innovation Board and available services for business and industry leaders.

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# EMPLOYEE RECRUITMENT



## Quincy Workforce Center

The Quincy Workforce Center staff assist employers and job seekers with a variety of workforce development services, including providing referrals to applicable partner organizations, providers, and community leaders, all in an effort to best assist members of the community.

107 North 3rd Street  
Quincy, IL 62301  
(217) 221-6241  
Open by Appointment Only

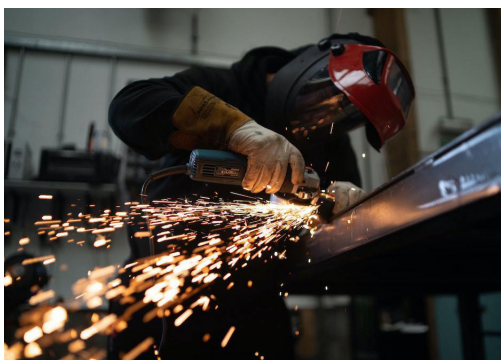
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## IllinoisJobLink.com

IllinoisJobLink.com is a free, online service allowing employers to connect with talented and skilled job seekers in just a few clicks. IllinoisJobLink.com is Illinois' premier job board where employers can post available jobs, browse thousands of resumes, and recruit job seekers.

[www.IllinoisJobLink.com](http://www.IllinoisJobLink.com)



## Work Opportunity Tax Credit

The Work Opportunity Tax Credit (WOTC) is a federal tax credit available to employers who invest in American job seekers who have consistently faced barriers to employment. Employers may meet their business needs and claim a tax credit if they hire an individual who is in a WOTC targeted group. Employers must apply for and receive a certification verifying the new hire is a member of a targeted group before they can claim the tax credit. After the required certification is secured, taxable employers claim the WOTC as a general business credit against their income taxes, and tax-exempt employers claim the WOTC against their payroll taxes.

[www.dol.gov/agencies/eta/wotc](http://www.dol.gov/agencies/eta/wotc)



# EMPLOYEE RECRUITMENT



## HIRE Vets

The Honoring Investments in Recruiting and Employing American Military Veterans Act of 2017 (HIRE Vets Act or the Act), requires the Secretary of Labor to establish a program, by rule, that recognizes employer efforts to recruit, employ, and retain veterans. Do you have Veterans, Guard, or Reservists employees? Do you want to attract and hire Military Service members that are trained, trainable, and dependable? If so, this program may be able to assist.

[www.hirevets.gov](http://www.hirevets.gov)



## Illinois Department of Employment Security

The Illinois Department of Employment Security (IDES) is the code department of the Illinois state government that administers state unemployment benefits, runs the employment service and Illinois Job Bank, and publishes labor market information. It provides unemployed individuals and veterans with employment services.

[ides.illinois.gov](http://ides.illinois.gov)



## WorkShare IL

WorkShare IL is a voluntary program that provides employers facing a decline in business with an alternative to layoffs. The program allows an employer to reduce the hours of workers in any unit of their business in order to avoid permanent layoffs of workers. Each worker in an affected unit continues to work, but experiences a reduction in hours that ranges from 20% to 60%. Workers receive a portion of their unemployment benefits during the period of the temporary reduction to offset the reduction in earnings.

[ides.illinois.gov/employer-resources/workshare-il.html](http://ides.illinois.gov/employer-resources/workshare-il.html)

# EMPLOYEE RECRUITMENT



## Job Link

Job Link is a resource provided by John Wood Community College to connect job seekers with local employment opportunities in the tri-states. Job Link provides a listing of jobs available at John Wood Community College as well as job openings posted by local employers.

[www.jwcc.edu/job-link/](http://www.jwcc.edu/job-link/)

# TRAINING



## Incumbent Worker Training

Incumbent Worker Training (IWT) is designed to meet the special requirements of an employer, including a group of employers, to retain a skilled workforce by assisting the workers in obtaining the skills necessary to retain employment and be positioned for promotions and/or wage increases. The training must be conducted with a commitment by the employer to retain the worker(s) trained and will result in each trainee receiving an industry recognized credential and/or certificate of completion.

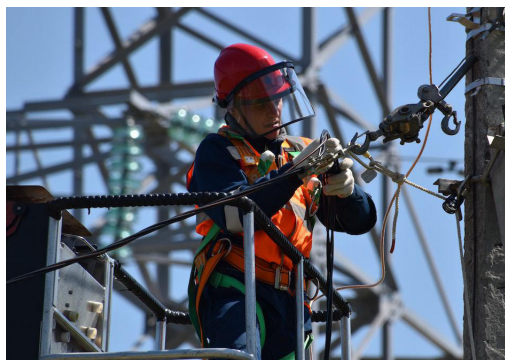
[www.wiworkforce.com](http://www.wiworkforce.com)



## Illinois Division of Rehabilitation Services

The Division of Rehabilitation Services (DRS), contained within the Illinois Department of Human Services (IDHS), is the state's lead agency serving persons with disabilities. DRS works in partnership with people with disabilities and their families to assist them in making informed choices to achieve full community participation through employment, education, and independent living opportunities.

[www.dhs.state.il.us/page.aspx?item=29736](http://www.dhs.state.il.us/page.aspx?item=29736)



## JWCC Workforce Development Center

The Workforce Development Center at John Wood Community College provides technical skills training that today's employers need now. Specialized training is also available.

Available programs include:

- Computer-Aided Design
- Customized Training
- Electrical
- Industrial Maintenance
- Manufacturing
- OSHA Training
- Truck Driver Training
- Welding

[www.jwcc.edu/about/locations/workforce-development-center/](http://www.jwcc.edu/about/locations/workforce-development-center/)

# APPRENTICESHIPS



## ApprenticeshipIllinois.com

ApprenticeshipIllinois.com offers a suite of tools and resources to assist employers in developing an apprenticeship program to increase employee retention and reduce employee turnover.

Some of the many benefits of an apprenticeship program include:

- Enhanced recruiting tool
- Knowledge and experience are passed on from long-time workers to newer employees
- Improved workplace productivity and safety
- Relevant training is provided by the employer, for the employer
- Tax credits and/or workforce funding is available

[www.ApprenticeshipIllinois.com](https://www.ApprenticeshipIllinois.com)



# SUCCESS STORIES

## Cornucopia Natural Market & Deli

Over 30 years and through four expansions due to growth, Cornucopia is positioned as a premier source of organic foods, natural healing products, nutritional supplements, body care, and eco-friendly cleaning choices in the Galesburg, Illinois area. Additionally, their unique deli offers freshly prepared foods daily, including vegan, vegetarian, and gluten free menu choices.

All of this requires organization and research. To meet this need, now and for the future, Cornucopia has developed a DOL Registered Apprenticeship program for a Purchasing Agent. The apprentice will gain experience in a fast growing, high demand industry where the opportunities are increasing rapidly, while earning a Department of Labor credential upon program completion. Congratulations to Cornucopia!



## The Yum Factory & Chocolate Bar

Everything worked the way it should for The Yum Factory owner Melanie Aitken. Upon hearing about the Apprenticeship Illinois initiative, she sent an inquiry for more information through the Illinois workNet website. Within a few days her inquiry was forwarded to the Illinois Apprenticeship Navigator serving her region and contact was established.



The Navigator then met with Melanie several times to answer questions and present how apprenticeships could help her business. Time was taken to discuss development as well as possible funding options for the program once it became registered. An apprenticeable occupation was identified and both the Navigator and YUM Factory owner began to design the apprenticeship program which would recruit, train, and retain the type of employee needed for YUM Factory's future.

The next step was to submit the draft program to the Department of Labor representative for final developmental steps. The US DOL Apprenticeship and Training Representative helped finalize Melanie's goals and made the program registration ready. Final approval was received and congratulations were sent to YUM Factory for their first Registered Apprenticeship Program!

After registration, the WIOA (Workforce Innovation and Opportunity Act) provider for the Local Workforce Innovation Area has helped fund several new apprentices into the new DOL Registered Apprenticeship program. YUM Factory's future looks good – and – as Melanie Aitken would say: "Have a Sweet Day!"

# SUCCESS STORIES

## Phibro Animal Health Corporation

The Regulatory Affairs Specialist apprenticeship will help Phibro carry out their mission to provide safe and effective solutions for their customer's unique challenges in optimizing animal health and nutrition for better lives and a more sustainable world.

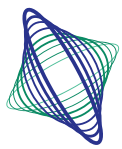
The apprentice will gain understanding and application of evolving basic and translational science, regulatory science, and public health concepts to drive new approaches to improve the development, review, and oversight of their products.



Phibro's story begins with a goal of contributing to a healthy, affordable food supply by helping farmers responsibly care for their animals. With determination and integrity, the company has grown into a global company. Now 1,400 strong, their team values the trust placed in their products and people.

Phibro's commitment to excellence is demonstrated every day by members of their team, who like to say, "It's just what we do" when really, it is who they are. Their broad portfolio of products, backed by in-house manufacturing, innovative research, and exceptional service, are the core of their partnerships with farmers, ranchers, and veterinarians. With a growing line of natural, sustainably produced products, they offer responsible solutions to help support the health of all animal species, including cattle, poultry, swine, and aquaculture.

The company's future looks extremely bright, guided by the same commitment to integrity and hard work that brought them to where they are today. Their beliefs and responsibilities are core to their operations each and every day.



**Workforce  
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Workforce Innovation Board of Western Illinois is an Equal Opportunity Employer/Program.  
Auxiliary aids and services are available upon request to individuals with disabilities.