



## State of New Jersey

DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT  
Division of Vocational Rehabilitation Services

PHILIP D. MURPHY  
Governor

SHEILA Y. OLIVER  
Lieutenant Governor

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ROBERT ASARO-ANGELO  
Commissioner

Dear DVRS Vendor:

Thank you for providing Pre-Employment Services (Pre-ETS) for our DVRS consumers. As a Pre-ETS vendor you may also be eligible to provide Out of School Youth Employment Services (OSYES).

The Workforce Innovation and Opportunity Act makes provisions for Youth aged 16-24, with or without a high school diploma or equivalency to receive a variety of employment services. This population often exit secondary school without viable employment skills. As a result, opportunities to receive introductory employment services are now available to this population. These **introductory** services for the Out of School Youth are called **Out of School Youth Employment Services**. The services are similar to Pre-Employment Transition Services regarding service delivery and goals. The services are:

1. Job Exploration Counseling
2. Work-based learning experiences - To provide an actual "on site" work experience to teach marketable, competitive, integrated employment skills needed for successful employment outcomes.
3. Counseling on opportunities for enrollment in comprehensive transition or postsecondary education programs at IHEs (Institutions of Higher Education)
4. Workplace readiness training to develop social skills and independent living
5. Instruction in self-advocacy, including peer mentoring.

If you are interested in providing these services, please submit a letter of intent with the below information to [Thomas.Zobelev@dol.nj.gov](mailto:Thomas.Zobelev@dol.nj.gov)

The letter of intent should include the following:

- County (ies) of service provision for OSYES services
- Services to be provide from the list of 5 above



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- Coordinator contact information
- Curriculum to be utilized for each service
- Skills Trainer staff listing with resumes
- Identification of staff who speak languages other than English
- Business contracted with for providing WBLE
- Verification of the ability to provide virtual services remotely
  
- Identification of techniques to keep consumers engaged in activities
  
- Identification of technology available to consumers with inadequate technology
  
- Vendor hot spot availability to consumers with inadequate internet capacity

Thank you,  
Best regards,  
Maryann

Maryann Tiesler, M.A, CPM  
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Division of Vocational Rehabilitation Services  
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