

**Shawnee Development
Council, Inc.**

**Workforce
Investment
Act Program**
Training Information



**“Helping People...
Changing Lives”**

Shawnee Development Council, Inc.
Workforce Investment Act Program
PO Box 298
Kanak, IL 62956-0298

*Your Community Action Agency
serving southernmost Illinois
since 1965*

Contact Us

Are you interested in WIA training?
Contact the Shawnee Development
Council, Inc. office nearest you.

Alexander County
2207 Poplar Street
Cairo, IL 62914
618-734-9034

Johnson County
1003 W Vine Street
Vienna, IL 62995
618-658-6131

Massac County
1 Superman Square
Room 1C
Metropolis, IL 62960
618-524-2941

Pulaski County
124 Oak Street
Mounds, IL 62964
618-745-6388

Union County
1000 N Main Street
Anna, IL 62906
618-833-7431

Career Assessment/
Case Management Office
Shawnee Community College
Main Campus
618-634-3293

Administrative Office
530 W Washington Street
Kanak, IL 62956
618-634-2201

What is WIA?

The Workforce Investment Act (WIA) is a federally funded program establishing a “workforce development” system in which qualified individuals are afforded the opportunity to train for a new career.

The purpose of WIA is to consolidate, coordinate, and improve employment, training, literacy, and vocational rehabilitation programs in the United States, and for other purposes. WIA provides the framework for a unique national workforce preparation and employment system designed to meet both the needs of the nation’s businesses *and* the needs of job seekers and those who want to further their careers.

Approved Training Programs

WIA sponsors a variety of classroom and on-the-job training programs through selected training service providers. A complete list of training programs that WIA currently sponsors is available at your local SDC office.

If eligible, WIA will pay for:

- Tuition, Fees, and Books

And, as funding allows:

- Uniforms or Equipment (as required by the instructor)
- Travel to and from class or clinic
- Child Care (for the time you are in class)
- Other approved educational expense.

Applying for Services

The following is a checklist of those things needed to complete an application for the WIA program. Gather these items and visit the Shawnee Development Council, Inc. office nearest you.

- Birth Certificate
- Social Security Card
- Proof of Address
- Driver’s License or Picture ID
(MVR Report required for Truck Driving Students)
- Male applicants need proof of Selective Service registration
- Veterans need form DD-214
- Proof of past 6 months income
(Listed month by month)

Employed/Working:

Check stubs—must have every one, OR a print-out or written statement from employer on company letterhead

TANF/Public Assistance:

A print-out or statement on official DHS letterhead showing food stamp, cash, and/or medical allotment.

Unemployed:

Unemployment Insurance Benefit letter and UI check stubs

Layoff letter—to include the starting and ending dates of employment, the job duties performed, and whether you were laid off or discharged.

About Shawnee Development Council

Shawnee Development Council, Inc. is a Community Action Agency whose purposes are to sponsor, develop, and operate programs that combat the causes and conditions of poverty. We serve the 7 southern-most counties of the State of Illinois by establishing and operating various federal and state funded programs. Shawnee Development Council is a partner in the One-Stop Employment and Training Center and a member of the Southern 14 Workforce Investment Board. We are a proud member of America’s Workforce Network.



Services provided by Shawnee Development Council, Inc. include:

- Community Care
- Community Service Block Grant
- Economic Development Loan Program
- Emergency Assistance
- Family & Community Development
- Housing
- LIHEAP
- One-Stop I.E.T.C.
- Retired & Senior Volunteer Program
- Scholarship Program
- Senior Companion
- Title V Senior Community Service Employment
- Weatherization
- Workforce Investment Act

Shawnee Development Council, Inc.

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PO Box 298
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Phone: 618-634-2201

Fax: 618-634-9551

Email: doris.m.wia@shawneedevelopment.org