

Federal, State, and Non-Profit Resources for Work-Based Learning (WBL) Activities

Overview

Work experiences and work-based learning activities are a priority under the Workforce Innovation and Opportunity Act (WIOA). The Department of Labor compiled a list of federal, state, and non-profit resources that provide guidance and technical assistance on work experiences (WEX) and work-based learning (WBL) activities. Please note that this is not a comprehensive guide of resources.

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Federal Resources on Work-Based Learning

DEPARTMENT OF LABOR

ETA: Our Journey Together: Work Experience Brief includes information on policies and program design considerations to assist local program operators developing work experience activities for WIOA Youth program participants. <https://youth.workforcegps.org/resources/2018/10/30/15/56/Work-Experience-Activities>

ETA: Connecting Opportunity Youth and Employers through Work-Based Learning includes resources that demonstrate how adjustments for virtual learning and working can be implemented within programs. <https://youthbuild.workforcegps.org/resources/2020/12/02/13/50/Connecting-Opportunity-Youth-and-Employers-through-Work-Based-Learning>

ETA: What Makes a Work Experience Work? Insights and Perspectives from YouthBuild Graduates. Panelists shared their personal work experiences, including the assets and challenges, what they learned in terms of technical and soft skills, what employment and/or post-secondary education they have entered since the work experience, and what job placements they have since had (or have) that will lead to their next career pathway. <https://youthbuild.workforcegps.org/resources/2020/09/10/16/40/What-Makes-a-Work-Experience-Work-Insights-and-Perspectives-from-YouthBuild-Graduates>

ETA: YouthBuild Webinar: How to Develop Quality Work Experiences for Your Participants facilitated a working discussion on how to develop quality career pathway-related work experiences. The discussion uses the experiences of employer partners to demonstrate key elements of developing and implementing

such experiences. <https://youthbuild.workforcegps.org/resources/2020/04/09/14/40/Webinar-How-to-Develop-Quality-Work-Experiences-for-Your-Participants>

Office of Disability Employment Policy (ODEP) and Center for Advancing Policy on Employment for Youth (CAPE-Youth): State COVID-19 Response: Youth with Disabilities. This guide provides a comprehensive overview on the services that each State and the District of Columbia offers to youth with disabilities during the COVID-19 pandemic related to: assistive technology, distance learning, family engagement, Individualized Education Program (IEP), mental health, telehealth, and transition into postsecondary education and/or careers. CAPE-Youth is a collaboration between the Department of Labor's Office of Disability Employment Policy (ODEP), The Council of State Governments, the K. Lisa Yang and Hock E. Tan Institute on Employment and Disability at Cornell University. <https://capeyouth.org/covid-19/>

YouthEngaged4Change is an initiative created by the federal Interagency Working Group on Youth Programs. Y4EC provides youth-focused resources and opportunities to improve their knowledge and leadership skills.

DEPARTMENT OF EDUCATION

Perkins Collaborative Resource Network (PCRN): Work-Based Learning provides information on work-based learning opportunities for high school students as an instructional strategy to better prepare students for college and the workforce. <https://cte.ed.gov/initiatives/work-based-learning>

PCRN: Work-Based Learning Toolkit provides information and resources on the many aspects of WBL programs. <https://cte.ed.gov/wbltoolkit/index.html>

- The toolkit includes an **Engaging Employers** guide to help employers develop WBL programs. <https://cte.ed.gov/wbltoolkit/engaging.html>

State Resources on Work-Based Learning

Below is a list of WBL resources that were developed by State government agencies. Please note that this is not a comprehensive list of State resources on WBL activities for youth.

Maine: Maine Laws Governing the Employment of Minors is a comprehensive overview of Maine's laws related to employing youth. https://www.maine.gov/labor/labor_laws/publications/minorsguide.html

Massachusetts: The Massachusetts Guide for Working Teens is a guide developed to engage and educate teens on knowing laws that cover youth employment, understanding their rights and responsibilities, recognizing workplace hazards, and getting help when needed. <https://www.mass.gov/doc/the-massachusetts-guide-for-working-teens/download>

Michigan: West Michigan Internship Initiative connects employers, educational institutions, and workforce development to develop successful internship programs. <https://hellowestmichigan.com/about-hello-west-michigan/michigan-internship-initiative/>

Montana: Work-Based Learning Myth v. Fact is a factsheet that addresses common concerns and perceived barriers to hiring youth in the workplace. <https://opi.mt.gov/LinkClick.aspx?fileticket=u7dYN3c4P-Y%3D&portalid=182>

South Dakota: Youth Internship Program Framework is a guide to help educators create successful youth internship programs. [Youth Internship Manual \(sd.gov\)](#)

Wisconsin: Youth Apprenticeship Employment of Minors provides an overview of child labor law information related to youth apprenticeships and other WBL programs for employers, instructors, students, and parents. Wisconsin Youth Apprenticeship Program is offered statewide and administered locally by a network of regional consortia using uniform statewide curriculum guidelines.

<https://dwd.wisconsin.gov/apprenticeship/ya/childlabor.htm>

Non-Profit Resources on Work-Based Learning

DISCLAIMER: The Department of Labor does not endorse the organizations or resources provided on this list. This is not a comprehensive list of non-profit organizations and resources related to WBL.

Career and Technical Student Organizations (CTSOs) serve career and technical education students and teachers. They enhance student learning through contextual instruction, leadership and personal development, applied learning, and real world application. See below for a list of CTSOs:

- **Business Professionals of America** is a CTSO for students pursuing careers in business management, information technology, finance, office administration, health administration, and other related career fields. <https://bpa.org/>
- **DECA** prepares emerging leaders and entrepreneurs to be college and career ready, with a focus on marketing, finance, hospitality and management. <https://www.deca.org/>
- **Future Business Leaders of America-Phi Beta Lambda (FBLA-PBL)** serves middle school, high school, and post-secondary students preparing for careers in business and business-related field through relevant career preparation and leadership experiences. <https://www.fbla-pbl.org/>
- **Family, Career, and Community Leaders of America (FCCLA)** serves students in Family and Consumer Sciences education in public and private schools through grade 12. <https://fcclainc.org/>
- **The National FFA Organization**, formerly known as Future Farmers of America, prepares students for successful careers in global agriculture, food, fiber, and natural resources systems. <https://www.ffa.org/>
- **HOSA-Future Health Professionals** is a student-led organization whose mission is to promote career opportunities in the health industry. <https://hosa.org/>
- **SkillsUSA** serves middle school, high school, and college/postsecondary students preparing for careers in trade, technical, and skilled service occupations. <https://www.skillsusa.org/>
- **Technology Student Association (TSA)** is dedicated to the needs of students interested in science, technology, engineering, and mathematics (STEM). <https://tsaweb.org/>

Best Buddies engages high school and college students nationally, helping them develop important social skills and social networks both within school and on the job. <https://www.bestbuddies.org/>

National Safety Council is a safety-advocate nonprofit and engages with employers on workplace safety issues, including topics related to youth safety. <https://www.nsc.org/>

National Children’s Center for Rural and Agricultural Health (NCCRAHS) provides youth employees in the agricultural sector with age appropriate guidelines and resources. <https://cultivatesafety.org/work/>
Website is available in Spanish and French | El sitio web está disponible en español | Le site est disponible en français

SADD is a health and safety organization that that engages with youth nationwide through grassroots programming and activities. <https://www.sadd.org/>

Teens4Hire is an online member community for teens seeking jobs and work experiences, and for the organizations that work with youth in employment. <https://teens4hire.org/>