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| **PART VI. Employment Services**  **Section A. VR&E Employment and Placement Services** | |
| **CHAPTER 1. OVERVIEW OF EMPLOYMENT SERVICES** | |
| **Objectives** | After completion of this training, VR&E staff is expected to:  • Know the resources and services to assist Veterans in obtaining suitable employment.   * Discern the roles and responsibilities in providing and receiving employment services. |
| **Contents** | **Definitions**  a. Individualized Employment Assistance Plan (IEAP)  b. Suitable Employment  c. Entry into Employment  d. Period of Employment Services  e. Program of Employment Services  f. Job Development  1. Job Development Defined  (a) Benefit to Employers  (b) Benefit to Veterans  2. What Job Development May Include  (a) Enhancing the Veteran’s Job-Readiness  (b) Referral to Job Clubs  (c) Access to Job Lab Resources  **VR&E Division Responsibility**  a. Scope  b. Case Management as Critical Element in Employment Services  c. Monthly Contacts and Case Reviews for Veterans Receiving  Employment Services  d. Veteran’s Satisfactory Conduct and Cooperation  e. VR&E Staff Members Specific Responsibilities  1. VR&E Officer and Assistant VR&E Officer  2. Case Manager  **Veteran’s Responsibilities** |
| **Exercises** | 1. Define the services that may be provided to Veterans receiving employment services. 2. Describe VR&E staff’s responsibilities in monitoring the Veterans’ progress and ensuring their satisfactory conduct and cooperation. 3. What are the responsibilities of Veterans while receiving employment services? |
| **Rescissions** | Refer to the KMP in Policies & Guidance under the column ‘Rescinded’. |