



**WESTERN OKLAHOMA WORKFORCE
DEVELOPMENT BOARD**

1222 10th Street, Suite 115, Woodward, OK 73801

Workforce Innovation and Opportunity Act

Demand Occupations

No individual in the United States may, on the basis of race, color, religion, sex, national origin, age, disability, or political affiliation or belief, or, for beneficiaries, applicants, and participants only, on the basis of citizenship or participation in any WIOA Title I-financially assisted program or activity, be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with any WIOA Title I-financially assisted program or activity.



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“Equal opportunity employment/program. Auxiliary aids and services are available upon request to individuals with disabilities.”

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I. Purpose

To provide guidance and make a determination of the occupations that have a substantial current or potential impact on the economy of Western Oklahoma.

II. Effective Date

Demand Occupations and policy approved by WOWDB Executive Committee 09.16.20 and effective 10.01.20.

III. Policy

The authority to make this determination is explicitly stated in Section 3(23)(B) of WIOA as, the determination of whether an industry sector or occupation is in demand shall be made by WOWDB using State and regional business and labor market projections, including the use of labor market information.

The Western Oklahoma Workforce Development Area (WOWDA) encompasses a 25 county region in Western Oklahoma including: Alfalfa, Beaver, Beckham, Blaine, Cimarron, Custer, Dewey, Ellis, Garfield, Grant, Greer, Harmon, Harper, Jackson, Kay, Kingfisher, Kiowa, Major, Noble, Payne, Roger Mills, Texas, Washita, Woods and Woodward.

Demand occupations have been determined based on job opening data: collected by the Oklahoma Employment Security Commission (OESC), from the Oklahoma Office of Workforce Development (OOWD) Workforce Area Briefing, from other data collecting tools such as Economic Modeling Specialists, Inc. (EMSI), and obtained by incorporating employment trend data and review of the programs currently WIOA eligible listed on Oklahoma Job Match with area Eligible Training Providers.

In addition to the specific skills needed for each position, local employers and the workforce development board have determined that job readiness and other “soft skills training” will be necessary in order to reduce employee turnover and associated training costs. Job readiness and other soft skills training, regardless of the necessity, are not approved occupations/skills trainings for development of an Individual Training Account. These skills must be attained via a Western Oklahoma Works Center or other appropriate partner.

The WOWDB has chosen to approve occupational codes/job families within the targeted industry clusters as identified by OESC, OOWD, WOWDB and EMSI. Job families are groups of occupations based upon work performed, skills, education, training and credentials, for example: 53-3032.00 Heavy and Tractor-Trailer Truck Drivers job family code is “53”.

The following occupations are approved by the WOWDB:

1. (11-) Management Occupations
2. (13-) Business and Financial Operations Occupations
3. (15-) Computer and Mathematical Occupations
excluding 15-1255.01 Video Game Designers
4. (17-) Architecture and Engineering Occupations
5. (19-) Life, Physical and Social Science Occupations
6. (21-) Community and Social Services Occupations
7. (23-) Legal Occupations
including only 23-2011.00 Paralegals and Legal Assistants
8. (25-) Education, Training, and Library Occupations
9. (27-) Arts, Design, Entertainment, Sports, and Media
including only 27-3092.00 Court Reporters and Simultaneous Captioners
10. (29-) Healthcare Practitioners and Technical Occupations

11. (31-) Healthcare Support Occupations
12. (33-) Protective Services Occupations
13. (41-) Sales and Related Occupations
14. (43-) Office and Administrative Support Occupations
15. (45-) Farming, Fishing, and Forestry Occupations
16. (47-) Construction and Extraction Occupations
17. (49-) Installation, Maintenance, and Repair Occupations
18. (51-) Production Occupations
19. (53-) Transportation and Material Moving Occupations

The O*NET occupational codes begin with a two-digit number, which coincides with the above approved list. Therefore, all occupations that have a two-digit code from the above list are approved as a demand occupation with exception of specific exclusions and inclusions as noted. Detailed information may be found at <https://www.onetonline.org/>.

Prohibited Industry: In accordance with federal law, WIOA funds MAY NOT be used to directly or indirectly support the marijuana industry including, but not limited to use, possession, growth or distribution of marijuana. Additionally, medical marijuana facility occupations ARE NOT occupations in which a local area can place an individual.

IV. Authorization for Clarifications and Additions

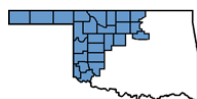
WOWDB authorizes the WOWDB Executive Director to issue additional instructions, guidance, approvals and/or forms to further implement requirements of this policy, without making substantive change to the policy except in situations where new or updated State and Federal guidance is issued.

V. History

- Adopted – from Northwestern Oklahoma Workforce Investment Board (NOWIB)
- Revised – 10.01.18
- Approved – 10.11.18
- Demand Occupations Approved – 09.18.19
- Policy Approved – 10.10.19
- Demand Occupations and policy approved by WOWDB Executive Committee 09.16.20 and effective 10.01.20.
- Demand Occupations and policy updated by WOWDB Staff with changed codes from the Department of Labor Education and Training Administration (DOLETA) product, O*Net. – 12.08.20
- Edit Attachment A – update wording at the bottom regarding policy review timing - 11.1.2021

VI. References

- Workforce Innovation and Opportunity Act (WIOA) of 2014 Section 3(23)(B)



WESTERN OKLAHOMA WORKFORCE DEVELOPMENT BOARD

Demand Occupation O*Net Codes – December 2020

(11-) Management Occupations

(13-) Business and Financial Operations Occupations

(15-) Computer and Mathematical Occupations

Excluding:

15-1255.01 Video Game Designers

(17-) Architecture and Engineering Occupations

(19-) Life, Physical and Social Science Occupations

(21-) Community and Social Services Occupations

(23-) Legal Occupations

Including only:

23-2011.00 Paralegals and Legal Assistants and

(25-) Education, Training, and Library Occupations

(27-) Arts, Design, Entertainment, Sports, and Media

Including only:

27-3092.00 Court Reporters and Simultaneous Captioners

(29-) Healthcare Practitioners & Technical Occupations

(31-) Healthcare Support Occupations

(33-) Protective Services Occupations

(41-) Sales and Related Occupations

(43-) Office and Administrative Support Occupations

(45-) Farming, Fishing, and Forestry Occupations

(47-) Construction and Extraction Occupations

(49-) Installation, Maintenance and Repair Occupations

(51-) Production Occupations

(53-) Transportation and Material Moving Occupations

This Demand Occupations List and/or Policy will be reviewed and possibly modified every October or as schedules allow. This List and/or Policy Does Not Expire and will only be changed through WOWDB approval.

Visit <https://wowdb.org/resources/demand-occupations/> or contact 580.256.8553 to request an updated list.