

EMPLOYER PARTNERSHIP TOOLKIT

Explore Careers.
Develop Talent.
Hire the Future.

Hire Gulf Coast Youth
IGNITE · LAUNCH · LAND

Workforce Solutions
GULF COAST

SECTION 1

WHO WE ARE



YOUR EARLY-TALENT WORKFORCE PARTNER

Hire Gulf Coast Youth (HGCY) connects youth and young adults with career exploration, work-based learning, scholarships for training related to high-skill, high-growth occupations in the Gulf Coast region, employment, and career pathways.

For employers, HGCY helps build workforce pipelines by introducing emerging talent to industries, preparing candidates for the workplace, creating meaningful work experiences, supporting recruiting, and connecting successful participants to employment.

IGNITE

Expose young people to careers, employers, industries, and possibilities.

LAUNCH

Build career readiness and occupational skills through work-readiness preparation, training, paid work experiences, and internships.

LAND

Connect prepared talent to employment, apprenticeships, postsecondary education, and career pathways.

WHY PARTNER WITH HGCY?

Employers often begin recruiting only after a vacancy exists. HGCY helps employers engage talent earlier, build awareness of industries and occupations, and create pathways into employment.

- Expand your entry-level and emerging-talent pipeline.
- Reduce candidate-sourcing and recruiting burden.
- Develop and evaluate talent through structured workplace experiences.
- Promote internships, jobs, apprenticeships, and entry-level opportunities.

THINK OF HGCY AS AN EXTENSION OF YOUR EARLY-TALENT STRATEGY

SECTION 2

WAYS TO PARTNER

NO SUBSIDY REQUIRED

PARTNERSHIP DOES NOT BEGIN WITH A SUBSIDY.

It begins with an opportunity.

Employers can work with HGCY in many ways that do not involve a subsidized placement, from career exploration and job shadowing to employer-paid internships and direct hiring.

CAREER EXPLORATION EVENTS

Share your industry through career panels, fairs, demonstrations, simulations, mock interviews, resume reviews, or employee conversations.

A few hours to one day.

INDUSTRY TOURS

Open your workplace so young people can see careers, technology, teams, and career progression in action.

A few hours.

JOB SHADOWING

Allow a young person to observe an employee or team and understand a career firsthand.

Typically 1–5 days.

EMPLOYER-PAID INTERNSHIPS

Already have an internship program? HGCY can help expand recruitment reach through outreach, referrals, work-readiness preparation, and partner connections.

Employer funds wages and manages normal hiring.

SUMMER + DIRECT HIRING

Hire youth and young professionals into seasonal, part-time, full-time, apprenticeship, or entry-level opportunities. HGCY can support recruitment, pre-screening, work-readiness preparation, referrals, hiring events, and connections to schools and youth-serving partners.

Primarily employer-paid employment.

AMPLIFY YOUR OPPORTUNITIES

Share employer-sponsored internships, apprenticeships, jobs, career pathway programs, and training opportunities through HGCY and Workforce Solutions recruiting channels.

No HGCY wage subsidy required.

WorkInTexas.com

Employers can also leverage WorkInTexas.com, the Texas workforce system's online job-matching platform, to post employment opportunities and connect with job seekers without commercial job-board advertising fees. Workforce Solutions staff can help incorporate WorkInTexas.com into a broader recruiting strategy.

SUMMER TODAY.
WORKFORCE TOMORROW.

A summer employee can become a future intern, returning seasonal employee, apprentice, trainee, part-time employee, or permanent hire.

SECTION 3

FUNDING FOR WORK-BASED LEARNING

WHEN ELIGIBILITY, APPROVAL, AND FUNDING ALIGN

HGCY may support structured, subsidized Work-Based Learning opportunities for eligible WIOA Youth participants. These experiences help young professionals build meaningful workplace skills while employers develop and evaluate emerging talent.

THE MONEY SUPPORTS THE YOUNG PERSON'S WAGES.

For subsidized Paid Work Experience and internships, funding is not a grant or cash payment to the worksite employer. HGCY's designated employer-of-record administers participant wages, payroll, applicable payroll taxes, and workers' compensation.

The employer contributes meaningful work, quality supervision, coaching and mentorship, a safe workplace, and an opportunity to grow.

ELIGIBILITY EQUATION

Eligible Participant + **Approved Worksite** + **Structured Learning Opportunity** + **Available Funding** = **Subsidized WBL**



THE HGCY THREE-TIER WBL MODEL

TIER I
PAID WORK EXPERIENCE

Purpose
Career exposure and foundational workplace skills

Duration
Up to 8 weeks / 240 hours

Wage Framework
Up to 80% of employer starting wage; current framework cap up to $15/hour

Best Use
Introductory workplace exposure and transferable skill development

TIER II
CAREER-ALIGNED INTERNSHIP

Purpose
Occupational skill development aligned to education, training, credential, or pathway

Duration
Up to 12 weeks / 360 hours

Wage Framework
Up to 80% of employer starting wage; current framework cap up to $20/hour

Best Use
Young professionals building industry-specific skills

TIER III
CAREER-ALIGNED INTERNSHIP

Purpose
Advanced technical development connected to high-skill, high-growth pathways

Duration
Up to 12 weeks / 360 hours

Wage Framework
Up to 80% of employer starting wage; current framework cap up to $22/hour

Best Use
Participants ready to apply technical skills and progress toward employment or apprenticeship

ON-THE-JOB TRAINING
HIRE FIRST. TRAIN FOR THE JOB.

On-the-Job Training (OJT) is different from a subsidized internship. The employer hires an eligible participant into employment and provides structured occupational training needed for the employee to become fully proficient. Workforce Solutions may reimburse an approved portion of eligible wages during the training period in accordance with applicable requirements.

- Maximum duration: up to 4 months under the HGCY WBL framework.
- Best suited for an immediate hiring need where the candidate meets minimum requirements but needs occupation-specific training.
- Employer should provide a structured training plan and intend to retain the employee after successful completion.

SECTION 4

FROM INTEREST TO INTERN

A CLEAR PATHWAY TO PARTNERSHIP

HGCY provides a clear process for employers interested in hosting a work-based learning participant.

1 EMPLOYER INTEREST

Discuss workforce needs, positions, job duties, schedules, location, skills, starting wage, pre-employment requirements, and hiring potential.

2 WORKSITE APPLICATION + APPROVAL

Provide worksite, position, supervisor, and learning information. Subsidized worksites must provide an active FEIN, have at least three W-2 employees, and complete required safety and worksite review.

3 WORKSITE AGREEMENT + SUPERVISOR ORIENTATION

Complete the required agreement and review key worksite and supervisor responsibilities.

4 CANDIDATE MATCHING

HGCY/Workforce Solutions can recruit and pre-screen candidates based on employer requirements. Employers may interview and select the best fit.

5 PARTICIPANT ONBOARDING

Participants complete required work-readiness preparation. Job-related prerequisites such as background checks, drug screening, credentials, safety training, immunizations, or employer orientation should be identified early.

6 AUTHORIZED START + ONGOING SUPPORT

Participants begin after required onboarding is complete and Workforce Solutions authorizes the start. HGCY/Workforce Solutions maintain contact and may conduct worksite visits.

7 HIRE / NEXT STEP

Employers are encouraged to consider successful participants for available employment, apprenticeship, or other advancement opportunities.

KNOW BEFORE YOU START

- Active FEIN
- At least three W-2 employees
- Workforce Solutions authorization before a participant begins

Engage before the vacancy. Develop before the shortage.
Build the pipeline before you need it.

SECTION 5

EMPLOYER FAQ

1 Does the employer receive the subsidy payment?

No. For subsidized Paid Work Experience and internship placements, program funding supports the participant's wages. The employer does not receive those wages as a grant or direct cash payment.

2 Can HGCY pre-screen candidates?

Yes. HGCY and Workforce Solutions can recruit and pre-screen candidates based on employer requirements. Employers may interview and select the best fit.

3 Can we require a background check or other screening?

Appropriate job-related pre-employment requirements may be incorporated when permitted by applicable law and program requirements. Identify them during the Worksite Application process.

4 Are employers required to hire participants?

Permanent employment is not guaranteed. Employers are encouraged to make a good-faith effort to consider qualified participants for available opportunities.

5 Can any employer participate in subsidized WBL?

Employers must meet program requirements, including an active FEIN, at least three W-2 employees, adequate supervision, a safe workplace, appropriate participant duties, required documentation, and completion of the HGCY worksite approval process.

6 Can we partner without hosting a subsidized intern?

Absolutely. Employers can host career exploration, tours, job shadowing, panels, hiring events, employer-paid internships, seasonal jobs, direct employment, or other talent-development activities.

EMPLOYER PARTNERSHIP TOOLKIT

SECTION 6

THE POWER OF ONE

YOUR OPPORTUNITY. OUR TALENT PIPELINE.

Every employer has something to contribute. For one company, it may be a two-hour industry tour. For another, it may be ten summer jobs. For another, it may be one internship that becomes one permanent hire. Collectively, these opportunities create something much larger: a regional workforce pipeline



ONE CONVERSATION → **ONE** EXPERIENCE → **ONE** OPPORTUNITY → **ONE** HIRE → **ONE** CAREER

BE PART OF THE MOVEMENT

HOST a career exploration experience. • **SHOWCASE** your industry. • **MENTOR** emerging talent.
DEVELOP an intern. • **HIRE** seasonal talent. • **BUILD** your entry-level pipeline. • **PROMOTE** your opportunities.

READY TO BUILD YOUR FUTURE WORKFORCE?

PARTNER WITH HGCY

WATCH: What Is Hire Gulf Coast Youth

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