LITERACY

WORKFORCE INVESTMENT BOARD

Organizations, like the ones listed in this catalog, are fighting the problem of illiteracy. Through an awareness of programs and offerings, residents of Burlington County can take advantage of these services and make others aware of the assistance that is available.
**Adult Education Program**

The Adult Education Program offered in Burlington County assists those who were unable to complete a secondary education program or for those looking to enhance their skill sets, so that they may compete for high-demand occupations.

**City of Burlington/Continuing Education Program**

Address: Captain James Lawrence School  
316 Barclay Street  
Burlington, NJ 08016  

Phone/Fax: 609-387-5895 / 609-230-5601  
Contact: Elizabeth Baird  
Programs: GED Preparation, SAT Preparation, English Language Learner (ELL), Citizenship, Various Adult Education Courses (small fee), Computer Classes for Beginners and Intermediate Users, including Microsoft Word, E-Mail, Internet Browsing and Digital Photography and the Day Program ALIVE!  

Hours: Evenings; Monday - Friday (6 pm to 9 pm)  
Day Program; Monday - Friday (9 am to 2:30 pm)  

Age: Minimum 16 years and older  
Open to all Burlington County Residents; need to obtain an official copy of high school transcript.  

www.burlington-nj.net  
(click on Adult Education under Departments)

---

**Community & Faith-Based Organizations**

**Literacy Volunteers of Burlington County (LVBC)**

Address: Kennedy Center, 429 John F. Kennedy Way  
Willingboro, NJ 08046  

Phone: 609-877-5566  
Contact: Sheryl Churchill  
Programs: Basic Literacy Education & English for Speakers of Other Languages (ESOL)  
Services: One-on-one and small group tutoring is provided in basic literacy and ESOL at the convenience of the tutor and student. Free services are offered to adults whose reading skills rest at or below the sixth grade level  
Age: Minimum 16 years and older

**Servicios Latinos of Burlington County**

Provides assistance to the County’s Hispanic Population  
Address: 1 High Street  
Mt. Holly, NJ 08060  

Phone: 609-518-7171  
Contact: Angela Gonzalez  
Programs: Provides access to consulate information, employment, social services, health care and education  
Age: Any Age

**Church of the Good Shepherd United Methodist**

Address: 110 Buckingham Drive  
Willingboro, NJ 08046  

Phone: 609-877-6088  
Contact: Edward Miller  
Program: After School Tutorial  
Age: Elementary & High School Students
Introduction

The Burlington County Workforce Investment Board, commonly known as the WIB, was established in May 1995. There are 17 Workforce Investment Boards in New Jersey.

The primary responsibility of the WIB is to serve as an alliance of the public and private sector for the purpose of coordinating planning, policy guidance and oversight of employment and training activities in Burlington County. In partnership with the Board of Chosen Freeholders, the overall goal is to develop and sustain a unified, labor market-driven system that can deliver needed services to job seekers and employers in an effective and cost efficient manner.

The WIB is led by representatives from the private sector, and includes membership from education, organized labor, employment and training, human services, community and faith-based organizations.

The WIB does not actually operate programs, but works to influence the management of workforce development activities by analyzing local needs and coordinating Federal, State and local resources. Much of the Board’s work is done through its committees and sub-committees, which include the Literacy Committee, the Job Center Committee (formerly known as One-Stop), the Business Solutions Team, the Work First Operations Committee, the Youth Council and the Economic Development Committee.

The Burlington County Workforce Investment Board is committed to building and maintaining a workforce of the highest quality. Our services are designed to not only benefit employers and job seekers, but to enhance the social economic well being of all citizens who live and work in Burlington County.

Burlington County Workforce Investment Board
795 Woodlane Road
PO Box 6000
Westampton, NJ 08060-6000
(609) 265-5603
American workers confront an economy in continuous transition. Young people and other first time job seekers must try to find their way in an ever-changing labor market. Jobholders find they must constantly learn new skills. Fewer workers can expect to stay with a single employer throughout their work life. Employers find it harder to find new workers with up-to-date skills. There is a confusing array of job training/retraining and benefit programs, which do not efficiently address workforce career requirements. There is a clear need for a streamlined system which puts customers first by providing them with the information and access to the services they need to make sound career decisions.

UNIVERSALITY

The Job Center (formerly known as the One-Stop Career Center) sites offer customers different kinds of help for finding jobs and developing careers. All customers of the Job Center have access to a wide array of job seeking and employment development services. Services include the initial assessment of skills and abilities, self-help information relating to career exploration and skill requirements of various occupations, consumer report information, and quality development services.

INTEGRATION

The Job Center system involves all of the relevant employment and training service agencies and offers a seamless approach to service delivery under a wide array of employment, training, and education programs. The Job Center system’s partnership with Burlington County Institute of Technology, Burlington County College and other local organizations help to provide integrated access to high-quality services.

RESULTS

The Job Center’s #1 Goal is Customer Satisfaction.