



MEMORANDUM

TO: HONORABLE MAYOR &
CITY COUNCIL

FROM: G. Harold Duffey
Director, OPW

SUBJECT: Launch of Oakland Public Works
Training Academy (funded by Youth
and Young Adult Employment Grant)

DATE: November 10, 2022

City Administrator
Approval

Date Nov 10, 2022

INFORMATION

This memo is to share the good news that the recruitment has opened this week for the Oakland Public Works (OPW) Training Academy trainee program – which is the program developed by OPW to deploy the resources secured in part through the leadership of the Mayor’s Office.

The OPW Training Academy was developed through grant funding from the Office of Governor Newsom and the state’s California Volunteers program that supports youth workforce jobs. The Oakland Forward grant was secured by the Oakland Department of Economic and Workforce Development (EWD) with direct support from the Mayor’s Office.

The mission of the OPW Training Academy is to provide on-the-job training, employability, and job acquisition skills for Oaklanders between 18-30 years of age from communities that have been historically disenfranchised and economically marginalized. The academy provides two important benefits to our community: filling the vacancies within our department and providing well-rounded training and support to local youth and adults to successfully gain and maintain employment within our department.

The concurrent goal of the OPW Training Academy is to build local capacity in the areas of Park Attendant, Office Assistant, Custodial and Facility Security, to generate a highly skilled workforce of youth and young adults with an interest in a career of public service as employees within Oakland Public Works.

The first cohort of trainees will include ten positions, and OPW hopes to expand on its success in future recruitments. **The inaugural recruitment launched 11/9/2022 at the City of Oakland [Job Opportunities web page](#), and will close the evening of 12/2/2022.** We are sharing the link to the recruitment web page and some content that can be copied-and-pasted into newsletters and

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social media feeds. We will share this content with the Mayor's Office and the City Council, and we ask for your support spreading the word in the community. We are also reaching out to community organizations seeking the same support.

Thank you for your leadership and support to make this program possible and for your assistance spreading the word. For specific questions about the program, please

Respectfully submitted,



G. HAROLD DUFFEY
Director, Oakland Public Works

For questions, please contact Dr. Gregory Tarver Jr., OPW Training & Public Services Administrator, gtarver@oaklandca.gov or (510) 238-3208.

Attachments

--Sample social media and newsletter content promoting the recruitment

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Please consider copying-and-pasting this content into newsletters and social media posts promoting the opportunity for Oaklanders.

Message text for posts to Facebook, Nextdoor, LinkedIn, and Instagram (note that Instagram post links are not clickable, but can be linked from your account bio):

Are you a young adult looking for a PAID job training opportunity with the City of Oakland? Apply today to the Oakland Public Works (OPW) Training Academy: a 4-6 month program for Oaklanders aged 18-30 who want to prepare for a career in public service.

This is a great opportunity to get hands-on training that will give you a leg-up in applying for entry-level openings with OPW including Park Attendant, Office Assistant, and Custodial & Facility Security. It will also provide valuable career building skills like resume writing, interviewing, and inter-personal communication.

Applications are open now through December 2nd and can be found here:

<https://bit.ly/OPWTrainingAcademy>

Message text for posts to Twitter (279 characters with spaces):

Are you a young adult looking for a PAID job training opportunity with the City of Oakland? Apply today to the Oakland Public Works (OPW) Training Academy: a 4-6 month program for Oaklanders aged 18-30 who want to prepare for a career in public service!

bit.ly/OPWTrainingAcademy

Sample image (photo depicts current OPW employees who have given permission for the photo to be shared):



Alt Text: Photo of OPW staff in high visibility vests