CODL

Consolidated DVOP/LVER Staff
Required Training

National Veterans' Training Institute
a DOL VETS Program

Participants must complete these 5 required training courses within 18 months of their hire date, as specified in 38 U.S.C. § 4102A(c)(8)

PREREQUISITE COURSES

TRAINING METHOD

9635: A Day in the Life of JVSG Staff in an American Job Center
Duration: 1.5 to 3 hours
This course provides an overview of American Job Center (AJC) operations and staff roles, including DVOP specialists, LVERs, and CODLs. Participants gain practical skills and insights they can apply when supporting veterans and job seekers at AJCs.

OC

9636: Legal Guidance Affecting Veterans' Employment Services
Duration: Approximately 20 hours over 4 weeks
This course covers key legislation for assisting veterans and the legal roles of DVOP specialists, LVER, and CODL staff. Participants review Veterans' Program Letters (VPLs), TEGLs, and WIOA guidance to understand JVSG staff duties at AJCs.

O

9637: Removing the Employability Gap for Veterans with Qualifying Employment Barriers
Duration: Approximately 10 hours over 2 weeks
This course provides strategies for building effective relationships with veterans facing qualifying employment barriers. Participants will learn to identify these barriers, explore best practices for communication, and review employment plans.

O

JOB SPECIFIC COURSES

9608: Disabled Veterans' Outreach Program (DVOP) Specialist Core Competency Development
Duration: 3.5 days
This course provides an in-depth look at DVOP specialist duties, focusing on key skills and practical application. Participants will develop skills like communication, time management, and networking. This culminates in a final exam.

C OR V

9609: Local Veterans' Employment Representative (LVER) Core Competency Development
Duration: 3.5 days
This course develops LVER staff outreach skills for connecting veterans with job opportunities. Participants learn strategies to educate employers on the value of hiring veterans and using AJC services, including making presentations to business groups. This culminates in a final exam.

C OR V

Visit **www.NVTI.org** for more information, including course details, course schedule dates, the application process, and travel information.

TRAINING METHOD KEY

O Online Cohort
OC Online Classroom
V Virtual
C Classroom

Jobs for Veterans State Grants (JVSG)