



Green Country Workforce Development Board

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Demand Occupations Policy

IMPORTANT! This document contains important information about your rights, responsibilities and/or benefits. It is critical that you understand the information in this document, and we will provide the information in your preferred language at no cost to you. Call Tamara Peachey at (918) 316-6519 for assistance in the translation and understanding of the information in this document.

Telephone Relay Service is available by dialing 711 or (800) 722-0353

The Green Country Workforce Development Board (GCWDB) is the policy and guidance board for the Workforce Oklahoma system in Oklahoma. We are business leaders with a commitment to lead a highly skilled, productive workforce in our 18-county area.

The Green Country Workforce Development Board (GCWDB) complies with WIOA's Equal Opportunity and Nondiscrimination provisions which prohibit discrimination on the basis of race, color, religion, sex (including pregnancy, childbirth, and related medical conditions, transgender status, and gender identity), national origin (including limited English proficiency), age, disability, political affiliation or belief, or, the basis of citizenship status or participation in a WIOA Title-1 financially assisted program or activity.

GCWDB is an Equal Opportunity Employer/ Program. Auxiliary aids and services are available upon request to individuals with disabilities.

Green Country Workforce Development Boards Innovation and Opportunity Act Title I program funding statement can be found at

[EO & FUNDING PAGE – Green Country Workforce Development Board](https://www.greencountryworks.org/)
<https://www.greencountryworks.org/>

Purpose

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

Effective Date

GCWDB Approved 01/16/2025

* This document shall supersede and replace all prior versions and understandings, oral or written, of the Priority of Policy.

NOTE: All GCWDB Policies and attachments are available for download at:

<https://www.greencountryworks.org/resources/policy-research-best-practices/>

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 GCWDB using State and regional business and labor market projections, including the use of labor market information.

The Green Country Workforce Development Area (GCWDA) encompasses an 18-county region in Green Country including:

Adair	Creek	McIntosh	Okmulgee	Pawnee	Tulsa
Craig	Delaware	Muskogee	Osage	Rogers	Wagoner
Cherokee	Mayes	Nowata	Ottawa	Sequoyah	Washington

Demand occupations have been determined based on job opening data collected using the following resources:

- Oklahoma Employment Security Commission (OESC),
- Other data collecting tools such as Economic Modeling Specialists, Inc. (EMSI),
- And by incorporating employment trend data and review of current WIOA approved 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 Green Country Works Center or other appropriate partner.

The GCWDB has chosen to approve occupational codes/job families within the targeted industry clusters as identified by OESC, GCWDB 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”.

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The following occupations are approved by the GCWDB:

(11-) Management Occupations

- 11-1021 General and Operations
- 11-2021 Marketing Managers
- 11-2022 Sales Managers
- 11-3012 Administrative Services
- 11-3013 Facilities Managers
- 11-3021 Computer and Information Systems Managers
- 11-3031 Financial Managers
- 11-9013 Farmers, Ranchers, and Other Agricultural Managers
- 11-9021 Construction Managers
- 11-9032 Education Administrators, Kindergarten through
- 11-9051 Food Service Managers
- 11-9111 Medical and Health Services
- 11-9141 Property, Real Estate, and Community Association
- 11-9151 Social and Community
- 11-9199 Managers, All Other

(13-) Business and Financial

- 13-1031 Claims Adjusters, Examiners, and Investigators
- 13-1041 Compliance Officers
- 13-1071 Human Resources

13-1081 Logisticians

13-1082 Project Management

13-1111 Management Analysts

13-1121 Meeting, Convention, and

13-1151 Training and Development

13-1161 Market Research Analysts and Marketing Specialists

13-1199 Business Operations

13-2011 Accountants and Auditors

13-2051 Financial and Investment

13-2072 Loan Officers

(15-) Computer and

15-1211 Computer Systems Analysts

15-1212 Information Security Analysts

15-1231 Computer Network Support

15-1232 Computer User Support

15-1244 Network and Computer Systems Administrators

15-1252 Software Developers

15-1299 Computer Occupations, All

15-2051 Data Scientists

(17-) Architecture and

17-2051 Civil Engineers

17-2112 Industrial Engineers

17-2141 Mechanical Engineers

17-3023 Electrical and Electronic Engineering Technologists

17-3031 Surveying and Mapping

(19-) Life, Physical, and Social

19-2041 Environmental Scientists and Specialists, Including Health

19-4099 Life, Physical, and Social Science Technicians, All

19-5011 Occupational Health and

19-5012 Occupational Health and

(21-) Community and Social

21-1012 Educational, Guidance, and Career Counselors and

21-1018 Substance Abuse, Behavioral Disorder, and

21-1019 Counselors, All Other

21-1021 Child, Family, and School

21-1022 Healthcare Social Workers

21-1023 Mental Health and Substance Abuse Social

(23-) Legal Occupations

23-1011 Lawyers

23-2011 Paralegals and Legal

(25-) Education, Training, and

25-1099 Postsecondary Teachers

25-2011 Preschool Teachers, Except Special Education

25-2012 Kindergarten Teachers, Except Special Education

25-2021 Elementary School Teachers, Except Special

25-2022 Middle School Teachers, Except Special and

25-2031 Secondary School Teachers, Except Special and

25-2032 Career/Technical Education Teachers, Secondary School

25-2052 Special Education Teachers, Kindergarten and

25-2058 Special Education Teachers, Secondary School

25-2059 Special Education Teachers,

25-3011 Adult Basic Education, Adult Secondary Education, and English as a Second

25-3021 Self-Enrichment Teachers

25-3099 Teachers and Instructors, All

25-4022 Librarians and Media

25-9031 Instructional Coordinators

(27-) Arts, Design,

27-1024 Graphic Designers

27-3031 Public Relations Specialists

27-3091 Interpreters and Translators

(29-) Healthcare Practitioners

29-1122 Occupational Therapists

29-1123 Physical Therapists

29-1126 Respiratory Therapists

29-1127 Speech-Language

29-1141 Registered Nurses

29-1171 Nurse Practitioners

29-1292 Dental Hygienists

29-2018 Clinical Laboratory Technologists and

29-2034 Radiologic Technologists

29-2042 Emergency Medical

29-2043 Paramedics

29-2052 Pharmacy Technicians

29-2055 Surgical Technologists

29-2056 Veterinary Technologists and

29-2061 Licensed Practical and Licensed Vocational Nurses

29-2072 Medical Records Specialists

29-2099 Health Technologists and Technicians, All Other

(31-) Healthcare Support

31-1128 Home Health and Personal

31-1131 Nursing Assistants

31-2011 Occupational Therapy

31-2021 Physical Therapist

31-9091 Dental Assistants

31-9092 Medical Assistants

31-9096 Veterinary Assistants and Laboratory Animal

31-9097 Phlebotomists

31-9099 Healthcare Support Workers,

(33-) Protective Services

33-2011 Firefighters

33-3012 Correctional Officers and

33-3051 Police and Sheriff's Patrol

33-9032 Security Guards

33-9099 Protective Service Workers,

(35-) Food Preparation and

35-1011 Chefs and Head Cooks

35-1012 First-Line Supervisors of Food Preparation and

(37-) Maintenance and Custodial

37-1011 First-Line Supervisors of Housekeeping and Janitorial

37-1012 First-Line Supervisors of Landscaping, Lawn Service,

37-3011 Landscaping and

(39-) Support Occupations

39-1022 First-Line Supervisors of Personal Service Workers

39-9011 Childcare Workers

39-9031 Exercise Trainers and Group Fitness Instructors

(41-) Sales and Related

41-1012 First-Line Supervisors of Non- Retail Sales Workers

41-3091

Sales Representatives of Services, Except Advertising, Insurance, Financial

41-3021 Insurance Sales Agents

41-4011 Sales Representatives, Wholesale and Manufacturing, Technical

41-4012 Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific

(43-) Office and Administrative

43-1011 First-Line Supervisors of Office and Administrative

43-3031 Bookkeeping, Accounting, and Auditing Clerks

43-4031 Court, Municipal, and

43-4131 Loan Interviewers and

43-4161 Human Resources Assistants, Except Payroll

43-5021 Couriers and Messengers

43-5032 Dispatchers, Except Police, Fire, and Ambulance

43-5061 Production, Planning, and

43-6011 Executive Secretaries and Executive Administrative

43-6013 Medical Secretaries and Administrative Assistants

43-9061 Office Clerks, General

(45-) Farming, Fishing, and

45-1011 First-Line Supervisors of Farming, Fishing, and

45-2091 Agricultural Equipment

45-2092 Farmworkers and Laborers, Crop, Nursery, and

45-2093 Farmworkers, Farm, Ranch, and Aquacultural Animals

45-2099 Agricultural Workers, All

(47-) Construction and

47-1011 First-Line Supervisors of Construction Trades and

47-2031 Carpenters

47-2051 Cement Masons and

47-2061 Construction Laborers

47-2073 Operating Engineers and Other Construction

47-2111 Electricians

47-2141 Painters, Construction and

47-2152 Plumbers, Pipefitters, and

47-2181 Roofers

47-2211 Sheet Metal Workers

47-4011 Construction and Building

47-5013 Service Unit Operators, Oil

47-4051 Highway Maintenance

47-5012 Rotary Drill Operators, Oil

47-5071 Roustabouts, Oil and Gas

(49-) Installation, Maintenance,

49-1011 First-Line Supervisors of Mechanics, Installers, and

49-2011 Computer, Automated Teller, and Office Machine

49-2022 Telecommunications Equipment Installers and

49-2098 Security and Fire Alarm

49-3011 Aircraft Mechanics and

49-3021 Automotive Body and

49-3023 Automotive Service Technicians and Mechanics

49-3031 Bus and Truck Mechanics and Diesel Engine

49-3042 Mobile Heavy Equipment Mechanics, Except Engines

49-9021 Heating, Air Conditioning, and Refrigeration Mechanics

49-9041 Industrial Machinery

49-9043 Maintenance Workers,

49-9051 Electrical Power-Line Installers and Repairers

49-9052 Telecommunications Line Installers and Repairers

49-9062 Medical Equipment

49-9071 Maintenance and Repair

49-9099 Installation, Maintenance, and Repair Workers, All

(51-) Production Occupations

51-1011 First-Line Supervisors of Production and Operating

51-2011 Aircraft Structure, Surfaces, Rigging, and Systems

51-2028 Electrical, Electronic, and Electromechanical Assemblers, Except Coil

51-2098 Miscellaneous Assemblers

51-4041 Machinists

51-4121 Welders, Cutters, Solderers,

51-9061 Inspectors, Testers, Sorters, Samplers, and Weighers

51-9081 Dental Laboratory

51-9111 Packaging and Filling Machine Operators and

51-9199 Production Workers, All

(53-) Transportation and

53-1047

First-Line Supervisors of Transportation and Material Moving Workers, Except

53-3032 Heavy and Tractor-Trailer

53-3033 Light Truck Drivers

53-3051 Bus Drivers, School

53-3052 Bus Drivers, Transit and

53-6051 Transportation Inspectors

53-7011 Conveyor Operators and

53-7021 Crane and Tower Operators

53-7051 Industrial Truck and Tractor

53-7081 Refuse and Recyclable

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 support the marijuana industry including directly or indirectly, 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.

Authorization for Clarifications and Additions

GCWDB authorizes the GCWDB 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.

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References

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

Attachments

Attachment A:
Demand Occupations O*Net Codes Effective 01/16/2025

GCWDB

Attachment ZZ:
and Information Notice

Vital Service

NOTE: All GCWDB Policies and attachments are available for download at:
<https://www.greencountryworks.org/resources/policy-research-best-practices/>