

Migrant and Seasonal Farm Worker Desk Reference

Standard Operating Procedures for MSFWs

Each one-stop center must offer MSFWs the full-range of career and supportive services, benefits and protections, as well as job and training referral services as are provided to non-MSFWs. In providing such services, the one-stop centers must consider and be sensitive to the preferences, needs, and skills of individual MSFWs and the availability of job and training opportunities. **The following procedures must occur:**

- VOS Greeter Check-In.
- Ensure that MSFWs who are English Language Learners (ELLs) receive translation services as appropriate.
- Determine if participants are migrant or seasonal farmworkers.
- Offer the full range of WorkOne/AJC services to include training.
- Provide the DWD MSFW brochure.
- Review Indiana Career Connect registration and create Wagner-Peyser application, enter appropriate activity codes, and case notes, and an IEP if applicable.
- Refer to partner programs such as WIOA, JAG, ABE, NFJP, etc.*

SEASONAL FARM WORKER

1. Jobseeker worked for at least **one-day** doing farm work during the last 12 months; and
2. The agricultural employment was of a temporary or seasonal basis; and
3. Jobseeker did not have to move from their permanent residence to do this farm work.

*Note: A full-time student who is a **non-Migrant** is **NOT** a Seasonal Farm Worker.*

MIGRANT FARM WORKER

1. Is a seasonal farm worker; and
2. Traveled to perform the farmwork; and
3. Jobseeker was not able to return to their permanent residence within the same day.

*Note: A full-time student who is traveling in an organized group rather than with their family is **NOT** a Migrant Farm Worker.*



WAGNER PEYSER MONITOR ADVOCATE SYSTEM

Migrant and Seasonal Farm Workers must receive services on a basis which is qualitatively equivalent and quantitatively proportionate to services provided to non-MSFWs.

A Few Examples of Farmwork

(Not an exhaustive list)

Crop Production - Greenhouse work, planting, weeding, Detasseling corn, soybean/wheat farming or harvesting crops such as: apples, tobacco, watermelons, berries, extracting maple syrup etc.)

Animal Production - Caring for livestock on dairy, hog/pig, horse, cattle, & poultry farms. Egg production, aquaculture, & apiculture (raising bees).

Supportive Activities at the farm:

- Soil preparation
- Farm labor contractors & crewleaders
- Breeding animals
- Vaccinating livestock
- Sheep shearing
- Building barns or fences on the farm for livestock
- Hauling seed to silos