June 3, 2013

One of the requirements of an affirmative action program is determining availability of qualified minorities or women for job openings. The purpose of the availability determination is to establish a benchmark against which the demographic composition of the incumbent workforce can be compared in order to determine whether barriers to equal employment opportunity may exist within particular job groups.

During the 2010 Census, the labor market data was not collected, we were informed that The American Community Survey (ACS) data should be used to monitor our employment practices and measure our compliance to the laws. The ACS will serve as the primary external benchmark for conducting comparisons between the racial, ethnic and sex composition of the employer’s workforce to its available labor market.

The 2010 ACS uses 8 “Occupational Groups”, which are the groups used by state and local governments.

<table>
<thead>
<tr>
<th>State and Local Job Codes</th>
<th>State and Local Job Category Titles</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Officials/Administrators</td>
</tr>
<tr>
<td>02</td>
<td>Professional</td>
</tr>
<tr>
<td>03</td>
<td>Technicians</td>
</tr>
<tr>
<td>04</td>
<td>Protective Service – Sworn</td>
</tr>
<tr>
<td>05</td>
<td>Protective Service – Non-Sworn</td>
</tr>
<tr>
<td>06</td>
<td>Administrative Support</td>
</tr>
<tr>
<td>07</td>
<td>Skilled Craft</td>
</tr>
<tr>
<td>08</td>
<td>Service Maintenance</td>
</tr>
</tbody>
</table>

We are providing Workforce Availability Statistics for the 14 Counties, (351 Cities and Towns) of the Commonwealth of Massachusetts, based on the ACS census data. The Total Civilian Labor Force in the Commonwealth of Massachusetts is 48.8% Female, 20.7% Minority, 12.0% Persons with Disabilities, and 3.5% Vietnam era Veterans.
COMMONWEALTH OF MASSACHUSETTS

COUNTIES

CITIES AND TOWNS
**Barnstable County**
Barnstable
Bourne
Brewster
Chatham
Dennis
Eastham
Falmouth
Harwich
Mashpee
Orleans
Provincetown
Sandwich Truro
Wellfleet
Yarmouth

**Berkshire County**
Adams
Afond
Becket
Cheshire
Clarksburg
Dalton
Egremont
Florida
Great Barrington
Hancock
Hinsdale
Lanesborough
Lee
Lenox
Monterey
Mount Washington
New Ashford
New Marlborough
NORTH ADAMS
Otis
Peru
PITTSFIELD
Richmond
Sandisfield
Savoy
Sheffield
Stockbridge
Tyringham
Washington
West Stockbridge
Williamstown
Windsor
**Bristol County**
Acushnet
ATTLEBORO
Berkley
Dartmouth
Dighton
Easton
Fairhaven
FALL RIVER
Freetown
Mansfield
NEW BEDFORD
North Attleborough
Norton
Raynham
Rehoboth
Seekonk
Somerset
Swansea
TAUNTON
Westport

**Dukes County**
Chilmark
Edgartown
Gay Head
Gosnold
Oak Bluffs
Tisbury
West Tisbury

**Essex County**
Amesbury
Andover
BEVERLY
Boxford
Danvers
Essex
Georgetown
GLOUCESTER
Groveland
Hamilton
HAVERHILL
Ipswich
LAWRENCE
LYNN
Lynnfield
Manchester-by-the-Sea
Marblehead
Merrimac
Methuen
Middleton
Nahant
Newbury
NEWBURYPORT
North Andover
PEABODY
Rockport
Rowley
SALEM
Salisbury
Saugus
Swampscott
Topsfield
Wenham
West Newbury

**Franklin County**
Ashfield
Bernardston
Buckland
Charlemont
Colrain
Conway
Deerfield
Erving
Gill
Greenfield
Hawley
Heath
Leverett
Leyden
Monroe
Montague
New Salem
Northfield
Orange
Rowe
Shelburne
Shutesbury
Sunderland
Warwick
Wendell
Whately

**Hampden County**
Agawam
Blandford
Brimfield
Chester
CHICOPEE
East Longmeadow
Granville
Hampden
Holland
HOLYOKE
Longmeadow
Ludlow
Monson
Montgomery
Palmer
Russell
Southwick
SPRINGFIELD
Tolland
Wales
West Springfield
WESTFIELD
Wilbraham

**Hampshire County**
Amherst
Belchertown
Chesterfield
Cummington
Easthampton
Goshen
Granby
Hadley
Hatfield
Huntington
Middlefield
NORTHAMPTON
Pelham
Plainfield
South Hadley
Southampton
Ware
Westhampton
Williamsburg
Worthington

**Middlesex County**
Acton
Arlington
Ashby
Ashland
Ayer
Bedford
Belmont
Billerica
Boxborough
Burlington
CAMBRIDGE
Carlisle
Chelmsford
Concord
Dracut
Dunstable
EVERETT
Framingham
Groton
Holliston
Hopkinton
Hudson
Lexington
Lincoln
Littleton
LOWELL
MALDEN
MARLBOROUGH
Maynard
MEDFORD
MELROSE
Natick
NEWTON
North Reading
Pepperell
Reading
Sherborn
Shirley
SOMERVILLE
Stoneham
Stow
Sudbury
Tewksbury
Townsend
Tyngsborough
Wakefield
WALTHAM
Watertown
Wayland
Westford
Weston
Wilmington
Winchester
WOBURN

Nantucket County
Nantucket

Norfolk County
Avon
Bellingham
Braintree
Brookline
Canton
Cohasset
Dedham Dover
Foxborough
Franklin
Holbrook
Medfield
Medway
Millis Milton
Needham
Norfolk
Norwood
Plainville
QUINCY
Randolph
Sharon
Stoughton
Walpole
Wellesley
Westwood
Weymouth
Wrentham

**Plymouth County**
Abington
Bridgewater
BROCKTON
Carver
Duxbury
East Bridgewater
Halifax
Hanover
Hanson
Hingham
Hull
Kingston
Lakeville
Marion
Marshfield
Mattapoisett
Middleborough
Norwell
Pembroke
Plymouth
Plympton
Rochester
Rockland
Scituate
Wareham
West Bridgewater
Whitman

**Suffolk County**
BOSTON
CHELSEA
REVERE
Winthrop

**Worcester County**
Ashburnham
Athol
Auburn
Please click on this link to access the Excel Spreadsheet for the workforce availability data by county.

http://www.mass.gov/anf/docs/hrd/odeo/ma-county-percents-by-govt-occ-groups.xls

Source of data – American Community Survey -2010