

Mass Workforce Issuance

Workforce Issuance No. 09-26

Policy Information

To: Workforce Investment Board Chairs
 Workforce Investment Board Directors
 Title I Administrators
 Career Center Directors
 Title I Fiscal Officers
 DCS Regional Managers

cc: WIA State Partners

From: Michael Taylor, Director
 Department of Workforce Development

Date: April 23, 2009

Subject: MOSES 101 Upcoming Classes and Training Needs Survey

Purpose: To notify Local Workforce Investment Boards, One-Stop Career Center Operators and local workforce investment partners of additional MOSES 101 trainings and their locations.

Also, attached is a survey to gather information on MOSES Training needs for the upcoming months.

Dates and Locations:

| LOCATION | Dates | Times |
|---|----------------------|--------------------|
| CareerPoint Career Center Holyoke Available Seats: 0 Trainers: Tom Cartier + Jeff Aho | April 27 to April 29 | 9:00 am to 4:00 pm |
| BerkshireWorks Career Center Pittsfield Available Seats: 4 Trainer: Tom Cartier | April 29 to May 1 | 9:00 am to 4:00 pm |

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|--|---|--------------------|
| Employment & Training Resources Norwood Available seats: 4 Trainers: Tom Cartier + Margaret Dixon | May 6 to May 8 | 9:00 am to 4:00 pm |
| CF Hurley (612CD) Boston Available Seats: 2 Trainers: Tom Cartier + Margaret Dixon | May 11 to May 13 | 9:00 am to 4:00 pm |
| CareerPoint Career Center Holyoke Available Seats: 0 Trainers: Jeff Aho + Tom Thatcher | May 13 to May 15 | 9:00 am to 4:00 pm |
| CF Hurley (612CD) Boston Available Seats: 10 Trainers: Tom Cartier + Margaret Dixon | May 14 to May 16* (* <u>includes a</u> <u>Saturday</u>) TENTATIVE ONLY IF NEEDED | 9:00 am to 4:00 pm |
| ValleyWorks Career Center Haverhill Available Seats: 0 Trainer: Tom Cartier | May 20 to May 22 | 9:00 am to 4:00 pm |
| CF Hurley (612CD) Boston Available Seats: 10 Trainers: Tom Cartier + Margaret Dixon | May 26 to May 28 | 9:00 am to 4:00 pm |
| Workforce Central Worcester Available Seats: 4 Trainers: Tom Cartier + Mary Orlando | June 1 to June 3 | 9:00 am to 4:00 pm |
| CF Hurley (612CD) Boston Available Seats: 10 Trainers: Tom Cartier + Margaret Dixon | June 8 to June 10 | 9:00 am to 4:00 pm |

Action

Required: Please register through the HR Training Department's intranet [registration form](#) or via email at HRTRNG@detma.org.

Name

Employee ID Number (if you are not a DWD employee, please indicate NONDWD)

E-mail Address

Telephone Number

Name of Training Class

Requested Date of Training

Please complete the attached survey and return it by May 8. You can email it to tcartier@detma.org and mdixon@detma.org or mail it back to Division of Career Services, 19 Staniford Street, Boston, MA 02114, Attention: Tom Cartier.

The survey form should be updated and resubmitted as needed so that we can plan for your MOSES related training needs.

Inquiries: Please direct all inquiries to Tom Cartier at tcartier@detma.org .

Training schedules are regularly updated on [Massworkforce .org](http://Massworkforce.org).