

Mass Workforce Issuance

Workforce Issuance No. 12-22

Policy Information

To: Chief Elected Officials
Workforce Investment Board Chairs
Workforce Investment Board Directors
Title I Administrators
Career Center Directors
Title I Fiscal Officers
DCS Operations Managers

cc: WIA State Partners

From: George Moriarty, Director
Department of Career Services

Date: May 8, 2012

Subject: **TAA Community College/Career Assistance Training Grant**

Purpose: To assure that Local Workforce Investment Boards, One-Stop Career Center Operators and other local workforce investment partners are aware of the general expectations of the Trade Adjustment Assistance Community College/Career Assistance Training Grant and the partnering opportunities that this grant will create and/or strengthen between One-Stop Career Centers and Community Colleges, statewide. Also, to ensure all partners are aware of the newly created position of “Community College Navigators” and their role and scope of responsibilities within this grant. And, to inform the workforce development system of the plan for secondary training institutions to expand and improve their ability to deliver education and career training that can be completed in two years or less.

Background: The U.S. Department of Labor Employment and Training Administration (ETA) announced in the Federal Register (1/21/11, SGA-DFA-PY-10-03) the availability of \$500 million in grant funds for Community Colleges and other institutions of higher learning as defined in Section 102 of the Higher Education Act of 1965 (20 USC 1002) for the purpose increasing capacity to provide training that can be completed in two years or less, is suited for workers eligible under the TAA program and prepares participants for employment in high-wage, high-skill occupations. **Massachusetts was awarded a \$20 million grant** with the designated lead being Quinsigamond Community College; the grant is entitled the

“Massachusetts Community College and Workforce Development Transformation Agenda”.

General expectations of the grant:

1. Nurture and strengthen the special relationship between One-Stop Career Centers and Community Colleges.
2. Accelerate progress for low skilled and other workers.
3. Build and expand programs that better meet employer and workers’ needs (e.g. developing career pathways and reduced time to complete courses).
4. Expand online and technology-enabled learning.
5. Improve retention and achievement rates.

To support the grant’s efforts there is the designated staff position called “Community College Navigator”. This person’s role is a mix of direct service for those that attend a community college and “systems change” efforts that are not intended to impact the Career Center’s honest broker role. The navigator would also:

- Provide academic and career coaching, case management, college transition services, and referral services to one-stop career center customers pursuing post-secondary education in order to support them in attaining post-secondary credentials and employment.
- Help customers think about post-secondary attainment in general (and the increased demand in the job market for technical skills).
- Advocate for customers who CHOOSE a community college program at ANY community college (not just the one that employs the Navigator).
- Assist community colleges in registering in TrainingPro and using the system.
- Help community colleges understand the TRADE program (in general) and the typical education/training needs of those as well as other Career Center customers.
- Support regional, synchronized outreach to TAA eligible and other unemployed and underemployed workers.
- Refer students to on- and off-campus services and resources, as appropriate.
- Attend regular meetings to collaborate with the referring local partners engaged in the MACCWFDTA grant (community college, one-stop career centers, employers, etc.).
- Coordinate services with the Community College admissions, financial aid and advising offices and academic departments and participate in meetings, as appropriate.
- Develop relationships with staff at the Colleges, WIB, and the one-stop career center to develop knowledge of each other's mutual resources to meet student needs.

Effective: Immediately

Action

Required: Please ensure that all OSCC staff and other individuals who work with Career Center customers are aware of the TAA Community College grant and the information provided herein.

Inquiries: Please email all questions to PolicyQA@detma.org. Also, indicate Issuance number and description.