

# Mass Workforce Issuance

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**Workforce Issuance No. 11-07**

☐ Policy   ☒ Information

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**To:** Chief Elected Officials  
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

Nancy Snyder, President  
Commonwealth Corporation

**Date:** February 14, 2011

**Subject:** **CommCorp Youth Program Winter Training Schedule, Revised**

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**Purpose:** To inform local Workforce Investment Boards, One-Stop Career Center Operators and other local workforce investment partners about the upcoming WIA youth program fall training schedule. An additional session for “Intro to WIA Youth Common Measures” has been scheduled for March 1, 2011 (see below).

**Schedule:** Intro to WIA Youth Common Measures  
February 24, 2011, 8:30 am – 12:15 pm  
February 24, 2011, 12:30 am – 3:45 pm (Repeat Session)  
March 1, 2011, 10:00 am – 2:00 pm

Employer Engagement for Youth Employment Programs  
March 16, 2011, 9:30 am – 12:30 pm  
April 6, 2011, 9:30 am – 12:30 pm

Empower Your Future Work Readiness Curriculum Guide Training  
March 29, 2011, 9:30 am – 12:00 pm

**Action**

**Required:** Please notify youth program staff and vendors of these scheduled training opportunities. A brief description of each training session follows, below. You may view directions and register to attend the sessions by clicking on the distinct “Registration URL” link for that particular session.

### **Introduction to WIA Youth Common Measures**

The Introduction to WIA Youth Common Measures will consist of a general overview of common measures including the performance standards, operational parameters, and key definitions. Questions are encouraged during the presentation; however, an open discussion will immediately follow. Finally, attendees will participate in small group discussions/case consultations concerning key issues in the implementation of common measure. Attendees will also have the opportunity to request additional technical assistance about specific issues. Please note a repeat session will be held on February 24, 2011.

<b>Date:</b>	February 24, 2011
<b>Time:</b>	8:30am to 12:15 pm 12:30pm to 3:45 pm (Repeat Session)
<b>Location:</b>	College of the Holy Cross, Hogan Center, Worcester, MA
<b>Registration URL:</b>	<a href="https://www.123signup.com/event?id=vsvky">https://www.123signup.com/event?id=vsvky</a>

<b>Date:</b>	March 1, 2011
<b>Time:</b>	10:00 am – 2:00pm
<b>Location:</b>	Worcester Technical High School Worcester, MA
<b>Registration URL:</b>	<a href="https://www.123signup.com/event?id=vbccj">https://www.123signup.com/event?id=vbccj</a>

### **Employer Engagement for Youth Employment Programs**

An interactive training session that will cover: strategic employer engagement planning, “how-to’s” on prospecting and relationship building, and “best practices” for employer outreach. Participants will leave with tools for designing a comprehensive employer engagement strategy and practical tools for developing jobs and placing youth.

<b>Date:</b>	March 16, 2010
<b>Time:</b>	9:30 am to 12:30 pm
<b>Location:</b>	College of the Holy Cross, Hogan Center, Worcester, MA
<b>Registration URL:</b>	<a href="https://www.123signup.com/event?id=vsscf">https://www.123signup.com/event?id=vsscf</a>

<b>Date:</b>	April 6, 2010 (Repeat of March 16 Session)
<b>Time:</b>	9:30 am to 12:30 pm
<b>Location:</b>	College of the Holy Cross, Hogan Center, Worcester, MA
<b>Registration URL:</b>	<a href="https://www.123signup.com/event?id=vsscf">https://www.123signup.com/event?id=vsscf</a>

**Empower Your Future Work Readiness Curriculum Guide Training**

A training session on using the Empower your Future work-readiness curriculum guide. Topics will include tailoring the curriculum to older and younger youth, integrating the Work-Based Learning Plan, and combining the curriculum with existing job readiness training. Follow-up webinars will occur on April 8<sup>th</sup> and April 15<sup>th</sup> from 9:30 to 10:30). The curriculum may be viewed at:

<http://www.commcorp.org/resources/detail.cfm?ID=682>

<b>Date:</b>	March 29, 2011
<b>Time:</b>	9:30 am to 12:30 pm
<b>Location:</b>	Worcester Technical High School, Worcester, MA
<b>Registration URL:</b>	<a href="https://www.123signup.com/event?id=vsscd">https://www.123signup.com/event?id=vsscd</a>

**Inquiries:** All inquiries should be directed to Sam Martin at [SMartin@commcorp.org](mailto:SMartin@commcorp.org) or call 617-727-8158.