

MASSACHUSETTS WORKFORCE DEVELOPMENT SYSTEM

Mass Workforce Issuance

100 DCS 14.227

☐ Policy ☒ Information

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

cc: WIOA State Partners

From: Alice Sweeney, Director
Department of Career Services

Date: May 11, 2018

Subject: **DCS Training Resource Guide**

Purpose: To notify Local Workforce Development Boards, One-Stop Career Center Operators and other workforce development partners of the new DCS Training Resource Guide: <https://www.mass.gov/doc/dcs-training-manual-catalogue>.

This guide outlines the training curriculum available at DCS and will be regularly updated to include new curriculum as it is developed. It will be a living document so please check for updates regularly.

Background: DCS provides a wide variety of training in relation to WIOA and other multiple programs.

To request training, visit: <https://www.mass.gov/how-to/requesting-staff-training> and submit the request form via email to the address at the bottom of the form.

Designated staff will respond within 5 business days after the request is made to coordinate the details.

Action

Requested: Please ensure that all staff are aware of the availability of this resource.