



# Workforce Issuance

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**100 DCS 14.307**

☐ Policy ☒ Information

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**To:** Chief Elected Officials  
MassHire Workforce Board Chairs  
MassHire Workforce Board Directors  
Title I Administrators  
MassHire Career Center Directors  
Title I Fiscal Officers  
MDCS Operations Managers

**cc:** WIOA State Partners

**From:** Alice Sweeney, Director  
MassHire Department of Career Services

**Date:** December 4, 2019

**Subject:** Implementing WorkKeys Curriculum - Webinar Training

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**Purpose:** To notify MassHire Workforce Boards, MassHire Career Center Operators, and other workforce development partners of upcoming webinars on Implementing WorkKeys Curriculum. These webinars are designed to provide MassHire Career Center and Workforce Board staff with a strategic application of WorkKeys Curriculum, as well as to provide an understanding of how WorkKeys Curriculum can support labor market research, job matching, and skill remediation. The creation of student accounts, though not addressed in these webinars, will be addressed in future training sessions which will provide technical assistance.

**Background:** To learn more about WorkKeys Curriculum content, please visit:  
<https://www.act.org/content/act/en/products-and-services/workkeys-for-employers/curriculum.html>.

## Action

**Requested:** Please share this issuance with all appropriate MassHire Career Center and Workforce Board staff to ensure that they register for this training.

The webinars will be offered on:

- December 13, 2019 from 9:30 a.m. to 11:00 a.m.
- December 16, 2019 from 2:00 p.m. to 3:30 p.m.

Staff must register for this training in advance through Eventbrite by clicking on the appropriate Implementing WorkKeys Curriculum Webinar link located on the Workforce System Staff Training page on Mass.gov:

<https://www.mass.gov/service-details/mdcs-lmi-tools-using-labor-insight-training-workkeys-curriculum-training>

**NOTE:** Visual and audio participation information will be provided in the Event Information section of the registration confirmation notice.

**Effective:** Immediately

**Inquiries:** Please direct all questions to Allison McIntyre at [allison.mcintyre@mass.gov](mailto:allison.mcintyre@mass.gov). Please reference this issuance number in your inquiry.