



# Workforce Issuance

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☐ Policy ☒ Information

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

**cc:** WIOA State Partners

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

**Date:** September 29, 2020

**Subject:** **MassHire Department of Career Services / Adult Education Cross-Training**

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**Purpose:** To notify MassHire Workforce Boards, MassHire Career Center and Youth Program Operators, Youth Service Providers and other local workforce partners of MassHire/Adult Education Cross-Training scheduled for **Monday, October 5<sup>th</sup> from 10:00 a.m. – 11:30 a.m.**

**Background:** WIOA places a strong emphasis on planning across multiple partner programs to ensure alignment in service delivery. One key goal is to develop effective partnerships across programs and community-based providers to provide individuals the employment, education, and training services they need.

MassHire Department of Career Services (MDCS) and Adult Community Learning Services (ACLS) have jointly developed and will offer cross-training on the following topics:

- Programs, Services, and Eligibility Criteria
- Local Area Referral Process
- Identifying Shared Customers
- Data Entry into MOSES

**Action**

**Requested:** Register for this training in advance through Eventbrite by clicking on the MassHire/Adult Education Cross-Training on the Workforce System Staff Training page on Mass.gov:

<https://www.mass.gov/service-details/adult-community-learning-services>

**After registering on Eventbrite, registrants will receive WebEx login details located in the Eventbrite confirmation emails.**

To check if there have been any training cancellations, please call the MassHire Department of Career Services Training and Meeting Message Line at 617-626-5250.

**Inquiries:** Please direct inquiries to Rosemary Alexander at [Rosemary.Alexander@MassMail.State.MA.US](mailto:Rosemary.Alexander@MassMail.State.MA.US).