



DEPARTMENT OF  
CAREER SERVICES

# 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:** May 13, 2021

**Subject:** **Skillbase: Foundational Skills for Jobseekers Training**

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**Purpose:** To notify MassHire Workforce Boards, MassHire Career Center Operators, and other workforce partners of the *Skillbase training focused on Foundational Skills for Jobseekers* that is scheduled for May 19<sup>th</sup> and May 20<sup>th</sup>.

**Background:** Skillbase is Online Foundational Learning for Career Advancement and is a library of online career skills resources for job seekers and learners for foundational or “baseline” skills like English language, digital skills, and career readiness. Skillbase is run by a team of Harvard students, graduates, and faculty with experience in education, technology, business, and job training. The mission is to connect family, friends, and coworkers to online learning that can help them return to work and access better jobs.

Skillbase will help customers learn practical skills for future or current jobs. The Harvard team has tested hundreds of websites, apps, and online platforms to guide users to the best tools to find work and succeed in it. The Harvard team also identified the common skills requested by employers across industries and job roles,

and then picked content that is easy to use and contains relevant and valuable information. Harvard does not own the content they feature.

The Skillbase Harvard team aggregated and curated high-quality, third party online resources from different sources and packaged them in one user-friendly digital platform. Skillbase is free and available to anyone to use online from a computer or mobile device to find resources that fit them. All MassHire staff and partners can start using Skillbase as they choose going forward.

**Two scheduled training dates are available:  
Wednesday, May 19<sup>th</sup> at 9-9:30am or  
Thursday, May 20<sup>th</sup> at 9-9:30am**

**Action**

**Requested:** Please share this issuance with all management and staff to ensure that they are aware of and attend this training.

Please register for this training in advance through Eventbrite\* by clicking on the link below.

<https://www.mass.gov/service-details/wioa-partner-cross-trainings>

**After registering on Eventbrite, please find the WebEx login details in your Eventbrite confirmation.**

**Effective:** Immediately

**Inquiries:** Please direct questions to Kim Leonard at [kim.m.leonard@detma.org](mailto:kim.m.leonard@detma.org). Please reference this MassHire Department of Career Services Workforce Issuance number in your inquiry.

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