



Workforce Issuance

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☐ Policy ☒ Information

To: MassHire Workforce Board Chairs
MassHire Workforce Board Directors
MassHire Career Center Directors
MassHire Fiscal Officers
MassHire DCS Operations Managers

cc: WIOA State Partners

From: Diane Hurley, Acting Director
MassHire Department of Career Services

Date: October 11, 2024

Subject: **Strategies for Effective On-the-Job Training Implementation - WorkforceGPS Webinar**

Purpose: To notify MassHire Workforce Boards, MassHire Career Center Operators, and other workforce partners of an upcoming WorkforceGPS webinar: Strategies for Effective On-the-Job Training Implementation, Monday, October 28th, 1:00 – 2:00.

Background: The On-the-Job Training (OJT) toolkit has been refreshed with new examples of contracts, invoicing, and other items needed for effectively conducting OJTs in the workforce system. During this informative session, subject matter experts will review the toolkit and provide promising practices from the field for how OJT is helping them revolutionize training.

Join for the reveal of the revamped OJT toolkit and discover strategies for effectively implementing OJT. State and local business service representatives (BSRs) will find this toolkit helpful, as it explores how the overall contracting process can be made simple for employers and the workforce system.

An equal opportunity employer/program.

Auxiliary aids and services are available upon request to individuals with disabilities.

TDD/TTY 1-800-439-2370 - Voice 1-800-439-0183

Key Topics:

- What the toolkit components are and how to utilize it
- Investigating how OJT can be used across various funding sources in the workforce system
- Ideas for initiating OJT to increase and maintain employer engagement
- Strategies to simplify the OJT contracting process

WorkforceGPS is an online technical assistance website created to help build the capacity of America's public workforce investment system. Sponsored by the Employment and Training Administration of the U.S. Department of Labor, WorkforceGPS was developed specifically for workforce professionals, educators, and business leaders. WorkforceGPS is free but does require account registration.

Action

Required: Please share with all managers, staff and partners as appropriate.

Effective: Immediately.