

MASSACHUSETTS WORKFORCE DEVELOPMENT SYSTEM

# MassWorkforce Issuance

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☐ Policy

☒ Information

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**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

Olga Yulikova, Director  
Senior Community Services Employment Program (SCSEP)  
Executive Office of Elder Affairs

**Date:** May 25, 2018

**Subject:** Senior Community Services Employment Program (SCSEP) – Department of Career Services (DCS) Cross Training Sessions

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**Purpose:** To notify Local Workforce Development Boards, One-Stop Career Center Operators, and other WIOA local workforce partners of the Senior Community Services Employment Program (SCSEP) and the Department of Career Services (DCS) training scheduled for Career Center and SCSEP staff. Training sessions are being conducted in June of 2018.

**Background:** The Department of Career Services, in conjunction with the Senior Community Services Employment Program will be conducting *live training sessions via video conferencing* in June relative to SCSEP and DCS programs. These sessions will provide career center, SCSEP and partner staff with fundamental knowledge of each agencies' programs to facilitate appropriate referrals for assisting Career Center older worker customers. The training will cover topics such as:

- WIOA/Career Center Programs
- SCSEP Programs and Resources
- Basic Eligibility
- Customer Flow / Referral Process

| DATE                     | CAREER CENTER<br>LOCATION & TIME          | CAREER CENTER<br>ADDRESS             | LINK TO REGISTER  |
|--------------------------|---|--------------------------------------|---|
| Friday, June<br>15, 2018 | Career Opportunities<br>10:00am – 11:00am | 372 North Street<br>Hyannis 02601    | <a href="https://www.eventbrite.com/e/scsep-dcs-cross-training-hyannis-tickets-46370565610">https://www.eventbrite.com/e/scsep-dcs-cross-training-hyannis-tickets-46370565610</a>       |
| Friday, June<br>15, 2018 | BerkshireWorks<br>10:00am – 11:00am       | 160 North Street<br>Pittsfield 01201 | <a href="https://www.eventbrite.com/e/scsep-dcs-cross-training-pittsfield-tickets-46369616772">https://www.eventbrite.com/e/scsep-dcs-cross-training-pittsfield-tickets-46369616772</a> |
|                          |   |                                      |   |

\*Additional virtual and webinar sessions will be scheduled, as needed.

### Action

**Requested:** Please disseminate this information and ensure that all appropriate staff register for their choice of training session. Staff must register for the appropriate session through the Eventbrite links above.

Copies of the training materials will be sent to all participants upon registration.

Please ensure that all staff register early for their preferred training location and date and arrive on time as training sessions will begin promptly.

**Inquiries:** Please direct all questions to Rosemary Alexander at [Rosemary.Alexander@MassMail.State.MA.US](mailto:Rosemary.Alexander@MassMail.State.MA.US) and be sure to reference this MassWorkforce Issuance number with your inquiry.