**Attachment A**

DVOP Outreach Plan Template

Internal:

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| --- | --- |
| Target Audience | *Non-JVSG Career Center Staff* |
| Partner | *MassHire Career Center* |
| Action Items | *Ensure non-JVSG staff are aware of Veteran referral process* |
| Frequency | *On-going* |

|  |  |
| --- | --- |
| Target Audience |  |
| Partner |  |
| Action Items |  |
| Frequency |  |

External:

|  |  |
| --- | --- |
| Target Audience | *VSO* |
| Partner | *Cambridge Veteran Service Office in Cambridge* |
| Action Items | *Connect in-person or via email or phone to share information on MassHire Veteran Services* |
| Frequency | *Bi-weekly* |

|  |  |
| --- | --- |
| Target Audience | *Local agencies that serve Veterans with significant barriers to employment to connect SBE Veterans to career center services* |
| Partner | *Veteran Northeast Outreach Center* |
| Action Items | *Send emails to share information on career center program and services* |
| Frequency | *Monthly or 2x per month as needed* |

DVOP Signature/Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Manager/Supervisor/Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_