



### MassHire: Living the Brand – Training Documentation Form

The purpose of this form is to certify that all employees of your local area's Workforce Board and Career Centers have completed a facilitated *MassHire: Living the Brand* training session.

#### Training Date(s) and Locations

Please fill in the date, location, and name of your MassHire facilitator. If you offered multiple training days and times, please indicate so below.

Facilitator	Date	Location
[Insert name of training facilitator]	[Insert date of training]	[Insert location of training]

Notes (optional):

#### Assurances

I confirm that all local Workforce Board staff have participated in the *MassHire: Living the Brand* training.

Signed, [Click here to enter a date.](#)

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*Workforce Board Director*

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Workforce Board

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*Name (printed)*

I confirm that all Career Center staff employed by my region's Career Center have participated in the *MassHire: Living the Brand* training.

Signed, [Click here to enter a date.](#)

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*Career Center Director*

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Career Center

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*Name (printed)*

I confirm that all Career Center staff employed by my region's Career Center have participated in the *MassHire: Living the Brand* training.

Signed, [Click here to enter a date.](#)

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*Career Center Director*

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Career Center

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*Name (printed)*