

Mass Workforce Issuance

100 DCS 14.112

☐ Policy ☒ Information

To: Chief Elected Officials
Workforce Board Chairs
Workforce Board Directors
Title I Administrators
Career Center Directors
Title I Fiscal Officers
DCS Operations Managers
Community Colleges

cc: WIOA State Partners

From: Alice Sweeney, Director
Department of Career Services

Date: October 1, 2015

Subject: **Help Wanted Online (HWOL) Training Sessions**

Purpose: To notify Local Boards, One-Stop Career Center Operators, and other Local Workforce and Economic Development partners of HWOL training sessions scheduled for October 22nd and 23rd, 2015. Four half-day sessions will be held at the Hurley Building, 19 Staniford Street, Boston - Training Room A, 5th floor.

Background: This will be a hands-on training highlighting new features and provide a demonstration of HWOL to identify and customize Real-Time Labor Market Information. We encourage best practices for using HWOL to be shared, reviewed and discussed. Current users will be able to share ideas, best practices and ask questions.

FYI: If there are specific data needs, report topics or questions you would like to see addressed by HWOL (i.e. for WIOA planning purposes) please submit topics by October 7th to Beth Goguen and DCS will work with Rena Kottcamp, Director of the Economic Research Department, to prepare for sharing information.

Dates	Times
Thursday, October 22	9:30am - 11:30am OR 1:00pm – 3:00pm
OR	
Friday, October 23	9:30am - 11:30am OR 1:00pm – 3:00pm

Register through Eventbrite at:

<https://www.eventbrite.com/e/help-wanted-online-hwol-training-registration-18826444402>

You will receive a confirmation email.

Early registration is highly recommended as seating is limited (we encourage one representative to be sent from each partner). Seating will be available on a first come first serve basis.

Action

Required: Please assure that all appropriate staff and partner organizations are apprised of the contents of this issuance. Please remember a picture ID for entrance into the Hurley Building.

Inquiries: Direct all inquiries to Beth Goguen at bgoguen@detma.org or 617-626-6053.