

A TRAINING EVENT

The Commonwealth Workforce Coalition (CWC) provides professional development and networking services for workforce development professionals working in the areas of education, training and employment.

The Community Economic Development Assistance Corporation (CEDAC) manages the CWC.



This workshop is one of a series of activities supported by a grant from the *Strengthening Communities Fund* and is a project of the Commonwealth Partnership for Economic Opportunity (CPEO), a joint effort of Commonwealth Corporation and the Commonwealth Workforce Coalition/CEDAC.

This project will work to address Massachusetts' critical need to build the capacity of a range of community and faith-based organizations to coordinate workforce development programs and resources for support services. The goal is to provide low-income adults and youth who are not engaged in school or work with the tools and resources they need to enable them to compete for jobs in our knowledge-based economy.

For more information about CWC activities, check the website:

<http://cwc.cedac.org>
or call 617-727-5944

For more information about CPEO contact Karen Shack at 617-717-6930 or kshack@commcorp.org

Introduction to Workforce Development

Tuesday January 25, 2011

- Re-Scheduled from December 7, 2010 -

9:30am to 12:30pm

Chelsea Neighborhood Developers

How much do you know about the field in which you work?

If you are new to workforce development, this introductory workshop may be for you!!

Attend this training to get an overview of the workforce development industry. This interactive session is especially designed for staff in their first year or two of working in education, training, and employment programs.

You can expect to learn more about:

- recent history of federal and state legislation and how these laws affect your work;
- how federal and state funds flow and who sets public policy;
- the organizations and programs that make up the workforce development system in Massachusetts;
- principles and standards for workforce development staff;
- information and tools that will make your work easier and more effective.

There is no charge. Pre-registration is required!! Please see the back of this form for information on registration.

If you have any questions about this training, please contact Geoff Beane at geoffbeane@aol.com or 781-890-2004.

Introduction to Workforce Development

Tuesday January 25, 2010

- Re-Scheduled from December 7, 2010 -

9:30am-12:30pm

Chelsea Neighborhood Developers

Advance registration is required by Wednesday, January 19th

Registration for this workshop will be not be affected by the secular or faith-based nature of your organization. Faith-based organizations will be required to take steps to separate, in time or location, inherently religious activities from the programs or services whose capacity will be built through this technical assistance activity.

TO REGISTER:

- Go to the CWC Member's Portal at <https://cwc.cedac.org/member.aspx>
- Sign in to your member account with your username (email address) and password.

If you don't know or have forgotten your password, click on "Retrieve Account Information". You will then have the capability to retrieve your password via e-mail or First Name/Last Name if we do not have your e-mail address on file. Click "New Member Registration" if you're new to CWC.

- Once logged in, you will be directed to your "Members Profile". Please review & update your contact information.
- Click on "Events". Choose "Introduction to Workforce Development 1.25.11" and click "Register now."
- Once registration is finalized an automatic confirmation email will be emailed to you. Each person attending must register with their own email address.

If you have any questions about online registration, please contact Dilia L. Ramirez at 617-727-5944.