

December 22, 2003

DIRECTIVE:	JOB CORPS INFORMATION NOTICE NO. 03-21
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TO: ALL JOB CORPS NATIONAL OFFICE SENIOR STAFF
ALL JOB CORPS REGIONAL DIRECTORS
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTOR
ALL OUTREACH, ADMISSIONS AND CTS CONTRACTORS

FROM: RICHARD C. TRIGG
National Director
Office of Job Corps

SUBJECT: National Job Corps Alumni Association Tenth Annual Reunion

1. Purpose. To provide information about the 10th Annual National Job Corps Alumni Association (NJCAA) Reunion to be held February 19-21, 2004, at the Gaylord Opryland Hotel in Nashville, Tennessee.

2. Background. The NJCAA was created in 1980 and is funded by the U.S. Department of Labor. The NJCAA presently consists of nearly 20 chapters around the country and includes approximately 4,500 active members. The Association has a 15-member Board of Directors consisting of Job Corps graduates.

President:	Dorsey Jackson
Vice President:	Michelle Ford
Secretary:	Debbie Smith
Treasurer:	Hank Gagnon
Boston Representative	Jim Gagnon
New York Representative:	Hyacinth Regis
Philadelphia Representative:	Katonya Hart
Atlanta Representative:	Tina Walker
Chicago Representative:	Jeanetta Streeter
Dallas Representative:	Cecilia Morales
Kansas City/Representative:	Mary A. Wagoner
Denver Representative:	Ed Jackson
San Francisco Representative:	Daniel Marquez
Seattle Representative:	Robert Pung
Past President:	LaDonna Tramble

The primary mission of the NJCAA is to provide its members with:

- A lifelong connection to Job Corps;
- A long-term attachment to the labor market; and,
- Meaningful opportunities to give “something back.”

For the last 10 years, the NJCAA has organized an annual reunion that brings together alumni, current students, staff, and corporate/agency representatives. A full description of all Reunion workshops and events is available online at www.jcalum.org.

3. Participants. This event is open to all Job Corps staff, students, alumni, and corporate/agency representatives.

4. Community Service. As part of the NJCAA’s ongoing efforts to involve its members in community service, the Association is sponsoring an “Alumni Give Back Book Drive” at this year’s reunion. Donated books will be distributed to Job Corps and Job Corps-affiliated child development centers.

5. Logistics. Please make travel arrangements in accordance with the following information:

Dates	Times	Activity
Thursday, February 19, 2004	3:00 p.m. – 6:00 p.m.	Registration
Friday, February 20, 2004	8:00 a.m. – 5:00 p.m.	Reunion Workshops
Saturday, February 21, 2004	8:00 a.m. – 1:00 p.m.	Reunion Workshops
	7:00 p.m. – 11:00 p.m.	Alumni Dinner

Location:

Gaylord Opryland Resort and Convention Center Nashville
2800 Opryland Drive
Nashville, TN 37214-1297

Hotel Reservations:

The government rate is \$82 + 14.25% tax per day. The rooms are being held under the group name “National Job Corps Alumni Association.” *Room reservations must be made by **January 18, 2004**, in order to guarantee the government rate.* Reservations may be made by calling (615) 883-2211.

7. Registration and Fees. To register for the conference, download the registration form from the NJCAA website and return a paper copy with payment to the NJCAA by **January 31, 2004**. The registration fee is \$60 for NJCAA members and current Job Corps students, and \$75 for nonmembers. A 10% discount is applied on each registration of three or more attendees from the same center, corporation, or agency. Registration and fee must be submitted (by check,

money order, cashier's check, or credit card, payable to "NJCAA") before registration can be confirmed.

Completed registration forms may be mailed (if paying by check or money order) to:

National Job Corps Alumni Association
1199 N. Fairfax Street, Suite 800
Alexandria, VA 22314
Attn: NJCAA Reunion
or,

Completed registration forms may be faxed (if paying by credit card) to: (703) 548-4743

8. Confirmation of Participation. Confirmation notices will be delivered via U.S. mail upon receipt of the full registration fee. Registrants should wait to receive a confirmation notice before making non-refundable travel arrangements.

9. Action. Recipients of this Notice should ensure that appropriate staff receive this information in time to register.

10. Expiration Date. February 19, 2004.

11. Inquiries. For questions regarding the NJCAA Reunion, please contact Maria Temiquel at 202-693-3118 or email to Temiquel.Maria@dol.gov or Vera Ford at 703-548-4712 extension 108, or email to veradford@aol.com; or Andrea Kyle at 703-548-4712 extension 107, or email to AndreaKyle@aol.com.