

June 6, 2005

DIRECTIVE:	JOB CORPS INFORMATION NOTICE NO. 04-31
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF  
ALL JOB CORPS REGIONAL DIRECTORS  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS  
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
ALL OUTREACH, ADMISSIONS AND CTS CONTRACTORS

FROM: GRACE A. KILBANE  
National Director  
Office of Job Corps

SUBJECT: Connecting Employers to Job Corps' Skilled Entry-Level Youths  
Webinar Series

1. Purpose. To provide an opportunity for the Job Corps community to be trained to use the Chamber-Job Corps Partnership Model to successfully partner with chambers of commerce and associations to connect Job Corps graduates with employers.
2. Background. Since 2000, the Office of Job Corps has provided more than \$1.4 million in grants to the U.S. Chamber of Commerce's Center for Workforce Preparation (CWP) to expand partnerships between state and local chambers and Job Corps centers. At the Chamber-Job Corps Showcase in July 2004, 7 Chamber-Job Corps partnership teams shared their partnership development expertise and 15 new state and local chambers expressed interest in building partnerships in their home communities.

The focus of CWP's 2005–2006 grant is to take the Chamber-Job Corps Partnership Model to scale from the state to national level. To do this, CWP is developing an online toolkit that will serve as the platform for a national rollout of the partnership model. The new Web-based tool will provide step-by-step guidance and materials on how to develop and sustain partnerships between chambers and Job Corps centers to effectively integrate skilled Job Corps graduates into the workforce. The Webinar series will compliment the Web tool by highlighting successful Chamber-Job Corps partnership teams from around the country and outlining the necessary action steps to take in building new partnerships. Participants will learn effective strategies and techniques to align the skills of Job Corps graduates with the evolving needs of employers.

3. Webinar Series. The National Office has stipulated, as part of CWP's 2005–2006 grant, the delivery of four Webinars. Beginning June 23, 2005, the following Webinars will map out steps to create successful new partnerships.

- June 23, 2005 – Getting Started: The Business Case for Partnerships  
Speakers include:
  - Grace Kilbane, National Director, Office of Job Corps
  - J.P. Moery, Senior Vice President, U.S. Chamber of Commerce
  - Mike Hudson, Executive Director, Institute for Workforce Development and Sustainability, Association of Washington Business
  - Haley Schwartz, Washington State Business and Community Liaison, Jackson Pierce Public Affairs, Inc.
- August 25, 2005 – Building Partnerships: Case Studies on Collaboration
- October 20, 2005 – Using New Online Resources: Your Chamber – Job Corps Connection
- January 19, 2006 – Moving Forward: Developing Strong Plans of Action

Representatives from businesses, chambers, associations, and the public workforce systems have already expressed interest in partnering with Job Corps by pre-registering for the Webinar series. Job Corps and CWP view all four entities as a partnership team. To get the most out of this opportunity, invite your chamber and association partners to register and participate.

Visit <http://www.uschamber.com/chambers/directory.htm> to find chambers of commerce in your local area and in the hometowns of your Job Corps graduates. If you need assistance, contact Zanna Gilbert at (202) 463-5671, or email to [zgilbert@uschamber.com](mailto:zgilbert@uschamber.com).

4. Action. Addressees are to ensure that a copy of this Notice is distributed to the appropriate staff.

5. Expiration Date. Until superseded.

6. Inquiries. Any inquiries should be directed to Curtis T. Massey at (202) 693-3096, or emailed to [massey.curtis@dol.gov](mailto:massey.curtis@dol.gov).