



Training Date

**Thursday,
December 15, 2011
9:30AM-3:30PM**

Training Location

**Community
Teamwork, Inc.
155 Merrimack St.
Lowell, MA 01852**

Community Teamwork, Inc. is the regional community action agency and the regional housing agency for the Greater Lowell/ Merrimack Valley area. CTI works to alleviate the effects of poverty by providing the helping hand that people need on the road to economic self-sufficiency.



Sustaining Your Workforce Program

Hosted by Community Teamwork, Inc.

In tough economic times, sustaining your workforce program is certainly about funding - but given the competition for scarce funds, it's also about having strong and lasting capacity to deliver results to participants and employers and funding sources.

This workshop will help you assess the strength of your organization in sustaining your workforce programs from a capacity standpoint.

Do you have the right staffing? The right infrastructure? The ability to adapt to employer and participant needs? The right funding mix? After assessing your organization, you will create a road map for improving the sustainability of your programs with concrete steps you can take.

Please note: while we will touch on funding, it will be a minor part of the workshop.

YOU WILL LEARN TO...

- Assess your organization's current workforce programs strength
- What your organization needs to have in place to sustain your workforce programs
- How to plan strategically for sustaining your program



Commonwealth Workforce Coalition

A Network of Massachusetts Community-Based Workforce Development Practitioners

Sustaining Your Workforce Program

Registration for this training begins:

11/10/11

And ends on:

12/8/11

For more information about other CWC activities contact:

Ann Donner,
CWC Manager
617-727-5944
adonner@cedac.org

Or go to our website at:
<http://cwc.cedac.org>



Trainer Biography

Sarah Griffen

Sarah Griffen is a consultant with years of experience in developing and sustaining workforce programs. As the former director of a health care career ladders program for many years, and now as a consultant in program design, operations, and management for other workforce programs, she has hands-on experience in thinking strategically about the sustainability of workforce programs. She consults nationally to foundations, state governments, and non-profit organizations on a range of workforce initiatives and issues.

Workshop Registration Instructions:

Go to the **CWC Member's Portal** at:
<https://cwc.cedac.org/member.aspx>

Sign in to your member account with your **username (e-mail 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 by entering your e-mail or First Name/Last Name. 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 "**Sustaining Your Workforce Program**" and click "**Register Now**". You will then be asked to click on "**Finalize**" to complete your registration.
- Once registration is finalized an automatic confirmation email will be emailed to you. **Each person attending must register with their own email address.**