

ADDITIONAL INFORMATION

IMPORTANT RESOURCES

Job Quest

www.jobquest.dcs.eol.mass.gov

DTA Connect




<https://dtacconnect.eohhs.mass.gov>

Street Sheet

www.newbedford-ma.gov/community-development/resources/street-sheets/

KEY

Steps:

-  Orange Steps: Responsibility of the Applicant
-  Blue Steps: Responsibility of the MassHire staff
-  Point of Enrollment upon completion of required tasks

TIMELINE

Steps 1-8:

We aim to make the process as efficient as possible. While the timeline depends on the applicant's responsibilities, our goal is to have you approved for training or job search within **21 business days**.

Steps 9-11:

Depends on length of training and applicants' efforts to become job ready.

For more information, visit:
masshirenbcc.com

Or contact us by using the information below.



info@masshirenbcc.com



(774) 762 - 5081



25 Elm St, Suite 203 New Bedford, MA 02740

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Enrollment Guide

Your Pathway to Success



www.masshirenbcc.com

INTERESTED IN TRAINING OR JOB SEARCH?

Discover how the **MassHire Greater New Bedford Career Center** can help you achieve your employment goals with personalized job training, career counseling, and support services.

Follow the steps below to start your journey!



STEP 1

Create a JobQuest account?

This platform is your gateway to a wealth of job opportunities and training programs. Need help completing your full profile? Contact us. www.jobquest.dcs.eol.mass.gov.

STEP 2

Attend a Career Center Seminar...

...either in-person, virtually, or on-demand, this seminar provides you with a deep understanding of the resources, tools, and services available through the Career Center system. Log into your JobQuest profile or contact us to attend this seminar.

STEP 3

Complete your Initial and Intake Appointments

At these appointments we'll gather essential information and eligibility documentation and discuss your career objectives. To ensure a productive meeting, please gather the required documents listed in the provided [Intake Checklist](#).

STEP 4

Complete your individual assessments:

- Go to portal.ma.cis360.org to complete your Interest Profiler.
Username: gnewbedfordcc | Password: MassHire2024
- If you are interested in training, schedule and complete your TABE Test

STEP 5

Are you Eligible?

Eligibility Specialist will review your documents and follow-up with you within 2 business days.

YES

You will be assigned to a Talent Development Specialist (TDS)

NO

Eligibility Specialist will contact you with Referral Services and/or other opportunities.

STEP 6

Complete the Comprehensive Assessment

Together, we'll create a customized career plan that aligns with your aspirations and equips you for success in the workforce.

- Complete Labor Market Research
- Sign off on your personalized Career Plan

STEP 7

Complete the Training Application

The purpose of this training application is to ensure you have a full understanding of the field to which you are looking to enter.

*If Job Search only, skip to **STEP 10**

STEP 8

Training Determination

Your case will be presented to the Training Determination Board.

YES

Approved for training!

NO

TDS will provide alternative resources.

STEP 9

Attend & Complete Training

As you prepare to complete training, work with your TDS to attend workshops, finalize your resume, and complete career readiness training.

STEP 10

Referral to Business Services

Once deemed "Job Ready" you will be referred to our Business Services Team for one-on-one intensive job search assistance.

STEP 11

Become Employed!

STEP 12

Follow-Up

Your TDS will keep in contact to ensure your long-term success

