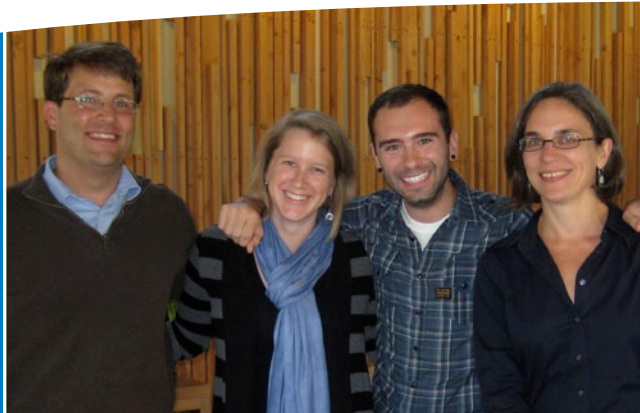




Frontline Focus Flyer

QUARTERLY NEWSLETTER FOR WORKFORCE PROFESSIONALS



CJC staff Steve Simmons, Ellen Johnson, Andres Moreno, and Carrie Thomas at Inspiration Kitchen in Garfield Park.

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Mission

The Frontline Focus Training Institute delivers trainings and resources to help front-line workforce professionals build their capacity to better meet the employment needs of disadvantaged job seekers, low-income workers and employers. We currently offer nine different trainings in four programmatic areas.

Thank You . . . to our funders!

- Alphawood Foundation
- Bank of America
- Chicago Tribune Charities, a Fund of the McCormick Foundation
- Fry Foundation
- JPMorgan Chase
- Polk Bros. Foundation

With this generous operational support, CJC is able to keep fees for training courses affordable for Frontline Focus participants.

Behind the Frontline . . .

With the start of a new year Frontline Focus can help you fulfill your professional development resolutions! We have several courses coming up in February and March that will assist you in better communicating with employers, motivating your staff, and increasing your job seekers' retention. Better still, many of these classes are required courses for our Job Development and Leadership certification tracks. If you want to register for any of these trainings or learn more about our certification system, please [click here](#).

Additionally, just a reminder, FFTI's FREE professional development and networking group, the Frontline Workforce Association, will continue to host bi-monthly meetings this year. Our next workshop--Leadership & Laughs: Lessons from the Smothers Brothers--will take place on Thursday, January 26, 2012 at the Center on Halsted. Paul Fabbi and Wally Smith will step into the roles of the timeless comedic duo, the Smothers Brothers, to creatively present important lessons in leadership. Please [click here](#) for more information and to register.

In addition to helping you meet your training goals this year we also want to invite YOU to help us! January marks the month of our annual Frontline Focus survey where we seek your opinions on our training and capacity building efforts. We want to know what you think about our topics, cost, location, marketing and networking opportunities. The survey only takes 10-15 minutes to complete. And, as an incentive, we're entering respondents into a drawing for one of three \$25 Starbucks gift cards. [Click here](#) to access the survey and you might be a winner!

This winter marked the start of FFTI's new intern, Lisa Meyer. A second-year student in the School of Social Service Administration at the University of Chicago, Lisa will be with us through May 2012. Already she has proven to be an invaluable asset. In the coming months, Lisa will be organizing several site visits to learn more about our member organizations. So, be on the lookout for her call or email!



Winners of the Frontline Workforce Association's Happy Hour door prize, Katie Pieper and Halimah Jackson.

Frontline Focus Catalog

For those of you that haven't heard, Frontline Focus has a new menu of course offerings! You can now take advantage of the following:

- More trainings
- Track system
- Certification options
- Flexible scheduling
- Early-bird pricing

Click on the catalog image below to find out more!



If you want to become a member of CJC . . .

Please visit cjc.net/membership/

Or contact America Lewis at: america@cjc.net
312.252.0460 x800

As a CJC member, you will have the opportunity to:

- Receive discounted rates on Frontline Focus trainings
- Attend CJC's Member Meetings free of charge
- Promote your services through CJC's online Member Directory
- Vote on members of CJC's Board of Directors
- Post job openings at your organization on CJC's website

Become a fan of CJC on FACEBOOK!

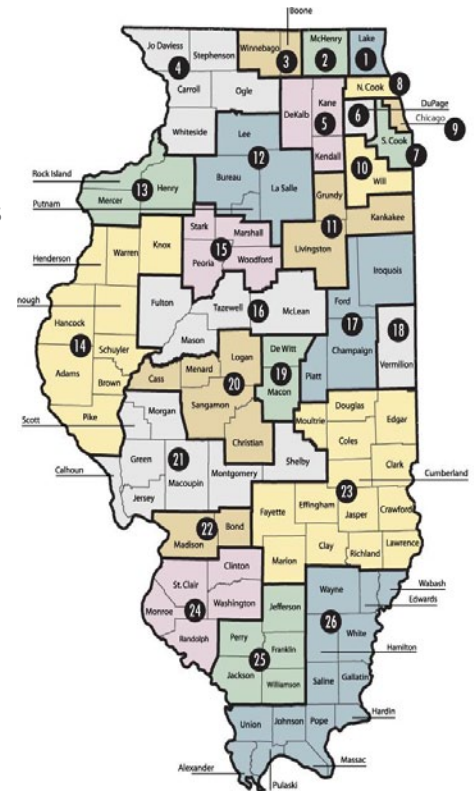


City-County Consolidation: Impact on Workforce Development

Cook County and the City of Chicago are combining their federally-funded workforce development systems. This consolidation is intended to save time and money for a variety of stakeholders while improving the services that are offered.

What?

The Workforce Investment Act (WIA) establishes Local Workforce Investment Areas (LWIAs) to administer federal workforce funds to local organizations that provide services to low-income adults, dislocated workers, and youth. WIA services include job readiness training, job search assistance, case management, occupational skills training, and support services. In the state of Illinois, there are 26 LWIAs. Currently, Cook County is divided into three LWIAs: North Suburban Cook County (8), South and West Suburban Cook County (7), and the City of Chicago (9). The consolidation will combine these three LWIAs into one, which will be overseen by the Chicagoland Workforce Board. The Chicagoland Workforce Board will be led by CEO Karin Norington-Reaves and will serve as the local WIA administrator for the entire county. Currently, the Chicago Department of Family and Support Services (DFSS), Cook County Works, and the Workforce Board of Northern Cook County administer the program in their respective areas; some staff may transition to the new workforce board.



Why?

The consolidation plan has several goals aimed at helping WIA administrators, service providers, and clients. It will reduce administrative costs for the City and the County by reducing the number of staff needed to administer the WIA program. Additionally, this effort seeks to reduce administrative costs for service providers by having fewer Request for Proposals (RFPs) to which they must respond. The consolidation also seeks to improve services through streamlined and customized programs. This will be facilitated by increasing data sharing, determining best practices for the region, increasing visibility of the regional LWIA, and providing more flexibility in using funds to customize programs. The consolidation also expects to garner more program funding due to the greater ability to apply for both public and private funds. Finally, the new board will aid in aligning job creation and job placement through greater participation of the business community.

When?

A tentative transition timeline has been developed. The analysis and design stage occurred from October to December 2011. During this stage, City and County leaders developed plans for the structure, design, and implementation of the new consolidated board with input from key stakeholders. The first phase of implementation is slated for completion in Spring 2012. This phase includes the legal establishment of the new board, the development and release of a county-wide RFP, and the development of strategy and service delivery models. The next phase of implementation is intended to be complete by summer 2012. In this phase, staff plans for both the new nonprofit workforce board and DFSS will be implemented.

Upcoming Events

Office Closed

Working Group Meeting
9:30 - 11:30am

January 2012

S	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2012

S	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

March 2012

S	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Job Developer Orientation
9:00am-4:00pm

Successful Sales Strategies
9:00am-4:00pm

Motivating Employees to Be Their Best
9:00am-4:00pm

Becoming an Industry Insider
1:00pm-4:00pm

Conflict Management
9:00am-12:00pm

Intro to the Workforce Investment Act
9:00am-12:00pm

Pitch Clinic
9:00am-12:00pm

Handling Change and Upheaval
9:00am-12:00pm

Reducing Turnover: Becoming a Retention Agent
9:00am-12:00pm

Course Descriptions

Job Developer Orientation

(\$75 members/\$115 non-members)

In this full-day workshop, you will be introduced to key skills and strategies for reaching out to employers, making quality placements, and working effectively in your role as a job developer.

Successful Sales Strategies

(\$75 members/\$115 non-members)

In this results-oriented, full-day program, students will learn and apply a consultative system of selling, will sharpen communication skills, and will learn to close the sale effectively with the intended results.

Motivating Employees to Be Their Best

(\$75 members/\$115 non-members)

This full-day workshop focuses on providing skills and techniques necessary to help groups develop a sense of community, acquire influence over their work-related actions, and enjoy the openness of shared information and feelings

Becoming an Industry Insider

(\$50 member/\$75 non-member)

This half-day workshop focuses on identifying useful labor market information online, understanding labor market trends, and using this information to match job seekers to quality employment opportunities.

Conflict Management

(\$150 members/\$230 non-members)

This full-day workshop focuses on understanding conflict and learning communication skills and tools to support conflict prevention and resolution.

Intro to WIA

(\$50 members/\$75 non-members)

This half-day workshop focuses on raising awareness and understanding of the federal Workforce Investment Act (WIA) and providers' role in the workforce development system.

Pitch Clinic

(\$50 members/\$75 non-members)

This half-day workshop provides an opportunity to develop and refine a concise and persuasive elevator pitch and present it with confidence.

Handling Change and Upheaval

(\$50 member/\$75 non-member)

This half-day workshop provides workforce development staff with the tools necessary to assess typical attitudes towards change, intervene in the change cycle with positive strategies, and combat stress.

Reducing Turnover: Becoming a Retention Agent

(\$75 member/\$115 non-member)

This full-day workshop focuses on identifying barriers to retention and analyzing possible ways to infuse retention strategies throughout the employment continuum.

Working Group

(free)

Held the second Tuesday of every month, this group meets to discuss local, state and federal workforce policies. The group is free and open to all workforce development professionals. Please contact Liz Czarnecki at liz@cjcn.net for more information. (There will be no meeting in October.)



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