

CCHRA

Cape Cod Human Resources Association

P.O. Box 665, Hyannis, MA 02601

CCHRAONLINE.COM

December 14, 2011

Understanding Employment Related Visas

Breakfast Meeting

January 26, 2012 Program

Presenter: Matthew Lee

Tocci, Goss & Lee, PC

Holiday Inn - Route 132, Hyannis

7:30 - 7:45 a.m. Breakfast Buffet

7:45 - 8:00 a.m. Business Meeting

8:00 - 9:00 a.m. Guest Speaker

Recruiting employees from outside the United States can help employers in finding critical skills or in addressing seasonal staffing needs. However, employment-related visas can be complex and intimidating for the HR

professional who is unfamiliar with the regulations and requirements. This month's CCHRA program will give you an overview of various nonimmigrant visas such as the H-1B, H-2B, J-1, and others that employers turn to when hiring from overseas. You'll learn more about the type of employee who can access each visa, the employer's requirements, and the processes for initiating applications as well as tools and resources for further information.

Matthew Lee, founder of Tocci, Goss & Lee PC, represents numerous corporations and multiple industries in all areas of immigration law. The focus of his practice is aiding large national and international corporate clients in obtaining temporary and permanent employment visas for highly qualified foreign professionals.



"The use of this seal is not an endorsement by the HR Certification Institute of the quality of the

program. It means that this program has met the HR Certification Institute's criteria to be pre-approved for recertification

SHARE YOUR EXPERTISE!



The Cape & Plymouth Business [Toolbox section](#) is an opportunity for the magazine's partners to establish themselves as subject-matter experts by writing how-to, informative articles. These bylined

articles are a great way to share your particular industry expertise with our readers.

They are not sales pitches but a way to share true information and establish your brand. They run either 400-500 words or 900-1000 words, and are due

at least one month prior to publication. Please submit potential articles to: joy@capeplymouthbusiness.com and let Joy know that you are a CCHRA member.



2012 Breakfast Meeting Schedule

February 23, 2012

Developing Effective Teams at Work

Presenters: Susan McKenna and Laura Caton, The Cornerstone Group, Inc.

In this program we'll review the six critical factors teams need to perform at their highest level and discuss how to improve team cohesion by raising awareness around personal styles and the influence of behavior on group dynamics.

March 22, 2012

Workplace Violence: Stopping It Before It Starts

Presenter: Keith Crochiere, CEO, EAP Network

Each year, more than two million Americans are the victims of physical attack in the workplace and many more are threatened or harassed. While violent acts by disgruntled employees may appear to come out of nowhere, there are frequently signs of potentially violent behavior that can be addressed before a situation escalates.

Book Drive



Did you know that there are families on Cape Cod that do not have books in their homes? The Supporting Our Youth Task Force of the

Greater Hyannis Civic Association is collecting new books for children aged 2-5 to promote early literacy through the Barnstable Early Learning and Head Start Program. Bilingual books in Spanish/English or Portuguese/English would be appreciated. Please bring your book donation to our next CCHRA breakfast meeting on Thursday, January 26. For more information contact CCHRA newsletter editor, Joan McDonald, joan@ciwib.org

Professional Development Opportunities for You or Your Staff



The New England
Human Resources
Association has a

variety of monthly workshops and webinars. Earn recertification credits with their **Skill Building Series:**

Project Management for HR Professionals and Mastering the Art of Performance Feedback or **Success at Work: Communicate for Success.**

Complimentary Webinars for members includes such topics as:

What is Cloud Computing and Why Should HR Care? Or *Boosting Employee Energy in the Workplace.*

The HR Basics program is designed by NEHRA for individuals who want or may need to learn more about the key elements of human resources management. A two day program is being offered in Waltham on February 2 and 3.

More info: www.nehra.com

Upper Cape Cod Regional Technical High School is offering several two hour workshops on topics like:

Team Building and Appreciating Excellence

The unique gifts that your individual employees possess contribute to the success of a solid team. Knowing how to bring out the best skills in your staff enhances overall performance. Develop tools and exercises to bring out the best in your team. Monday, March 12 from 6-8pm

Customer Service and Setting the Stage

This class teaches strategies for front line staff and team leaders to evaluate and improve their customer service skills. In this session, enhance your skills to: provide invaluable return in client satisfaction, turn onetime customers into regular clients, promote increased growth

through solid reputation, train staff to understand that customer service is an internal as well as external function and more. Monday, March 19 from 6-8pm

Thinking on Your Feet...or While Sitting Down

Have you ever become tongue-tied in a meeting or a job interview? Has your mind gone blank in response to a question during a presentation or a press conference? To communicate your ideas effectively in these situations, you need to organize your thoughts quickly and present them in a clear, logical manner. This highly interactive class will teach you how to do just that through instruction and hands-on experience. Wednesday, March 7 from 7-9pm

Check out their spring courses here: <http://www.uppercapetech.com/evening-school/courses/>

Massachusetts Workforce Training Fund Grants

Did you know that there are a variety of training grants available to Massachusetts Employers?

The Workforce Training Fund, which is funded by MA employers who pay into the Unemployment System has \$21 million for training. Employers in good standing, who pay into the Workforce Training Fund can apply.

THERE ARE THREE TYPES OF GRANTS AND APPLICATIONS ARE ACCEPTED ON A ROLLING BASIS

Hiring Incentive Training Grants (\$2,000 per new hire up to \$30,000) which can be used to train new hires (unemployed veterans or a MA worker unemployed for six or more months). This grant will reimburse employers for internal or external costs associated with training a new employee. *Grant decisions are made approximately three days from filing the application.*

Express Program (up to 30,000) for small businesses with 50 or fewer employees to quickly provide training for their incumbent employees. Employers use preapproved training programs/vendors and over a 12 month period can train one or more employees in-house or offsite. (Approved training providers such as KGA Associates, Cape Cod Community College, and The Cornerstone Group) *Grant decisions are made approximately seven days from filing the application.*

General Program (up to \$250,000) for any size business or a *consortium of businesses** to provide training for incumbent employees. *Grant decisions are made approximately sixty days from filing the application.*

*a consortium of businesses would include a number of businesses within a sector who have similar training needs.

For more information check out information on our website <http://www.ciwib.org/workforce-training-fund.php> or please call Joan at [The Cape & Islands Workforce Investment Board](http://www.ciwib.org) 508-775-5900.

Member News

Send your announcements, articles and news to Joan McDonald at Joan@ciwib.org

Website announcements/news/job postings please send information to Mary Tripp at mtripp@cchraonline.com



What does this symbol mean?

It means that Vikki Morris, CCHRA Treasurer, has submitted information about our programming content and received approval for 1 general credit per hour by the HR Certification Institute.

Any PHR, SPHR or GPHR certified professional can use this certification for continuing education credits for their recertification. If you attend a CCHRA event that has this certification—please ask for the program ID number at the registration table.

Thank you Vikki!!

Your most unhappy customers are your greatest source of learning.

--Bill Gates