



Natural Resources Conservation Service  
210 Walnut Street, Room 693  
Des Moines, IA 50309-2180

December 28, 2011

IOWA BULLETIN NO. IA360-12-9

SUBJECT: PER – USDA/DEPARTMENT OF LABOR (DOL) PARTNERSHIP

**ACTION REQUIRED BY: JANUARY 13, 2012**

**PURPOSE:** To notify Iowa employees of the Career and Employment Resources for Rural Americans training requirement.

**EXPIRATION DATE:** September 30, 2013

Per the Interagency Memorandum titled USDA/Department of Labor (DOL) Partnership, emailed to all employees on December 27, 2011, USDA field staff will disseminate the DOL Career Employment Resources Information packet to the general public. In order to provide guidance for the public dissemination of the information by USDA field office personnel and to provide an overview of career planning and employment resources offered by the DOL, an AgLearn training module has been developed. This module, titled the Career and Employment Resources for Rural Americans, is being loaded into the individual AgLearn accounts of the following employees:

- Assistant State Conservationists for Field Operations
- District Conservationists
- AMAs

The due date to have this training completed is January 13, 2012. It is estimated that this training will only take 15 minutes to complete.

For further information or questions, please contact the Human Resources Staff at (515) 284-4587.

/s/ Richard Sims  
State Conservationist

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