



Natural Resources Conservation Service
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December 22, 2011

KANSAS BULLETIN NO. KS260-12-1

SUBJECT: INF—Career and Employment Resources for Rural Americans

Action required by: January 31, 2012 (Field Office [FO])

Purpose. To announce training requirement for all FO employees

Expiration Date. September 30, 2013

The U. S. Department of Agriculture (USDA) and the Department of Labor (DOL) have agreed to work together in order to raise awareness and provide information to rural Americans on career and employment resources available. With this agreement, the DOL's Career Planning Resources Information packet (attachment 1) and assistance will be made available at USDA service centers nationwide.

All Kansas FO employees are required to take the AgLearn course titled *Career and Employment Resources for Rural Americans*. The course will not be automatically loaded to your work list, so please go to AgLearn to access the class which consists only of reviewing 10 informational slides. Please complete the course **no later than January 31, 2012**. Completion of the course does not need to be reported to the state office personnel as reports are pulled from AgLearn. Conservation district employees are **highly encouraged** to complete the course as well in order to become familiar with available materials.

Contact: Loren L. Graff, State Administrative Office, 785-823-4521, or email loren.graff@ks.usda.gov

(signed) GAYE L. BENFER, ACTING FOR

ERIC B. BANKS
State Conservationist

Attachment

DIST: E