



Department of Labor Speakers' Bureau

Purpose

How Can We Help You?

How To Use The Speakers' Bureau

Information You Will Need With Your Request

Potential Topics For Speaking Engagements

Speaker Request Form (a minimum of 25 attendees is required)



Department of Labor Speakers' Bureau Purpose

The Connecticut Department of Labor (CTDOL) is committed to supporting and participating in public education programs which are designed to:

- Increase understanding and meaningful participation in CTDOL programs.
- Increase compliance with various laws administered and enforced by the Department of Labor.
- Provide critical labor market information to employers, workers and workforce development professionals.

The CTDOL Speakers' Bureau has a diverse group of agency experts who are prepared to speak on a wide range of topics relating to employment law compliance, worker health and safety, labor market information, workforce development, unemployment insurance and other issues in the Department's jurisdiction.



Department of Labor Speakers' Bureau How Can We Help You?

The Speaker's Bureau can help you find a speaker who will be appropriate to your audience and who can provide important information useful to you and your organization. The Speakers' Bureau will help you contact the appropriate speaker for your audience.

Please note that our speakers will accept requests as their commitments allow.



Department of Labor Speakers' Bureau How To Use The Speakers' Bureau

To request a speaker, please complete the Speakers' Bureau Request Form. For assistance in identifying topics not listed on the Request Form, or for more information, you may call, write, or e-mail:

CT Dept. of Labor
200 Folly Brook Blvd.
Wethersfield, CT 06109

Att: Eleanor Lennon, DOL Speakers' Bureau
Phone: (860) 263-6731
Email: DOL.Speakers@ct.gov



Department of Labor Speakers' Bureau Information You Will Need With Your Request

Your name, address and telephone number

Name of your organization

Date, time and place of the meeting

Nature of the occasion and size of audience*

Amount of time for presentation

Topic and/or speaker desired

*Note: A minimum of 20 attendees is required.



Department of Labor Speakers' Bureau Potential Topics For Speaking Engagements

Apprenticeship Training

- Youth Requirements for Voc-Tech/Public High School Students
- Company Responsibilities in Apprenticeship Programs
- Manufacturing Corporate Tax Credit
- Transitional Veterans' program (TAPS)

Business Services

- Improving Recruitment Results and Decreasing Costs with Connecticut's Job Bank
- Developing Effective Training for Your Employees
- Training Resources for Your Workforce
- Hiring Incentives for Your Business
- Work Opportunity Tax Credit
- Overview of Workforce Development Programs for Connecticut Businesses

Economy (Job Development)

- Occupational Information
- Industry Trends
- Career Development Information (Hot Jobs)
- Latest Economic Information (Statewide and Regional)

Employment Laws (Program Policy)

- CT Family & Medical Leave Act Overview
- Job Interview Do's & Don'ts - What Can You Ask?
- FMLA Advanced Program for HR Professionals
- Drug Testing in the Connecticut Workplace

Lean Government

- Lean Government: Reducing Waste and Increasing Efficiency in Government
- Overview of Lean Processes
 - (a) Lean Manufacturing
 - (b) Lean Office



Department of Labor Speakers' Bureau Potential Topics For Speaking Engagements

Occupational Safety and Health (CONN-OSHA)

- How to Prepare for a CONN-OSHA Visit
- Ergonomics
- CONN-OSHA Record Keeping
- Safety & Health Program Management
- Specific CONN-OSHA Standards such as Respirators, Blood Borne Pathogens
- Tuberculosis, Power Industrial Trucks
- Personal Protective Equipment

Research and Information

- Labor Market Overview (State or Regional)
- Economic Overview/Trends
- Occupational Trends (Employment, Wages, Education and Training)

Unemployment Insurance (UI)

(A) Benefits (Program Policy)

- Unemployment Insurance 101
- The Law of Quits and Fires

(B) Appeals (Appeals Division)

- Overview of the Appeals System
- How to Effectively Represent your Interests in UI Appeals

(C) Unemployment Insurance Tax (UI Tax Administration)

- Understanding Merit Rating And Unemployment Insurance Taxes
- Independent Contractor or Employee?
- Successor Business

(D) Shared Work Unemployment Compensation (Claims Exam)

- Shared Work: An Unemployment Insurance program that helps employers retain workers



Department of Labor Speakers' Bureau Potential Topics For Speaking Engagements

Veterans' Services

- Overview of Uniformed Services Employment and Reemployment Rights Act
- Benefits of hiring the Vet
- Employer's Support for Guard and Reserves (ESGR)

Wage and Workplace Standards

- Overview of CT's Wage & Hour Laws
- Overtime Laws: Who is exempt & who is not?
- Prevailing wage laws
- Wage & Hour record keeping
- Employment of Minors

Workforce Assistance

- Trade Adjustment Assistance
- *CTWorks*: Employment and Career Services through the One-Stop Centers (speaker may address any or all of the following *CTWorks* services based on request:
 - Recruiting
 - Workshops such as Job Search, Interviewing, Résumé Preparation
 - Résumé Critiquing
 - Career Counseling
 - Occupational Exploration
 - TAA
 - Rapid Response
 - Career Express

This list is not all-inclusive. If you do not see a topic listed in which your group has an interest, please contact the DOL Speakers' Bureau at (860) 263-6731. The Department will try its best to address your group's needs if at all possible.



LABOR DEPARTMENT

Speakers' Bureau Request Form

Once you have submitted your request, a Department of Labor Representative will contact you to confirm the availability of a speaker for the date and time you have requested.

CONTACT INFORMATION	
Contact Name:	<input type="text"/>
Title:	<input type="text"/>
Phone Number:	<input type="text"/>
Fax Number:	<input type="text"/>
Email Address:	<input type="text"/>
Organization:	<input type="text"/>
Organization Address:	<input type="text"/>

EVENT INFORMATION	
Topic Requested:	<input type="text"/>
Event Date:	<input type="text"/>
Event Time:	<input type="text"/>
Audience Count:	<input type="text"/>