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**TIME SENSITIVE**  
**RESPOND BY AUGUST 2, 2000**

Date: JUL 24 2000

To: All One-Stop Workforce Development Centers and Satellites

From: Ann Giagni, Director  
Workforce Development Division

Subject: WIA Information Bulletin No. 01-05  
"So You Want to Be in Pictures" Research Participation Opportunity

Workforce Development Division is contracting with Skillsnet, a partnership of the PMR Group and Entertainment Industry Development Corporation (EIDC) to develop a job seekers' guide to the entertainment industry. This guide will be designed for job seekers and especially for the One-Stop Job Developers and Case Managers. It will be produced as a manual, brochure, and web-based document. The partnership has previously published two booklets in cooperation with the Private Industry Council: A Labor Market Analysis of the Interactive Digital Media Industry: Opportunities in Multimedia (April 1997) and Amazing Post: Post Production Careers in the Entertainment Industry (June 1999).

To develop the guide, research will be done through informational interviews with employers, successful job seekers, educators, agents and other industry related perspective. As part of their agreement with the City of Los Angeles, the PMR Group has agreed to bring qualified One-Stop Staff along to the interviews. Each One-Stop can nominate up to **three** job developers to participate in the process. From each One-Stop, only **one** job developer will be the lead/point of contact. This will provide an excellent opportunity to learn about the industry first hand and observe the interviewing techniques used by PMR. **ONLY** Staff with the relevant job duties will be allowed to participate. We also ask that One-Stops keep the designated contact the same for the duration of the project.

There will be an informational meeting from the PMR team. The PMR team will be sharing information on the nature of the business and interviews. Protocol and etiquette, which will be shared in the meeting, will be expected from One-Stop staff.

Date: August 3, 2000  
Time: 1:00- 2:00 PM  
Location: CDD 3<sup>rd</sup> Floor Conference Room



In order to participate, One-Stop staff should attend this meeting and fax the confirmation back to Rachelle Yuvienco at 213-473-3749 by **August 2, 2000**. If there are any more questions, please call her at 213-485-8428 or email at [ryuvienc@cdd.lacity.org](mailto:ryuvienc@cdd.lacity.org). Please follow up the faxed confirmation with an e-mail, to ensure that faxes were received. Only One-Stops with faxed confirmations by the 24<sup>th</sup> will be allowed in the meeting and will participate in the research process.

Attachment

AG:DN:JC:JO:RY

cc: Kathleen Milnes, EIDC  
David Wilson, PMR

G:\MAILBOX\RACHELLE\InfBul1.doc

**FAX TO RACHELLE YUVIENCO AT 213-473-3749**

**"SO YOU WANT TO BE IN PICTURES"**

<b>One Stop Name:</b>
<b>Address:</b>
<b>Telephone:</b>
<b>Staff Members/Position (3 maximum; please designate the lead among the group)</b>
<b>Lead Name:</b>
<b>Lead E-mail address:</b>
<b>Lead telephone number:</b>

**Please bring the original form to the meeting, as they will be collected for processing.**