



U.S. Department of Health and Human Services, Administration for  
Children and Families, Office of Family Assistance

## **Rural Communities Initiative**

**Washington County, Maine Soft Skills and Employability Site Exchange**

### **December 1, 2008**

Some members of the Site Exchange Team arrive in Portland, ME.

### **December 2, 2008**

**6:00 am – Site Exchange Team travels to Sanford DHHS office**

<b>December 2, 2008</b>	
8:00 - 8:25	Welcome & Introductions Brief Overview of Soft Skills Program: (Program Administrator?)
8:30 - 10:30	Presentation: Career Center (Craig Theriault)
10:30 - 10:45	<b>Break</b>
10:45 - 12:00	Presentation:
12:00 - 1:00	Site Exchange Team lunch on your own
1:00 - 2:30	Who Wants to Be On Assistance? Donald Comeau former DHHS Director CDM Survey Booklet: Exploration of Interests, Talents, Temperament
2:30 – 2:45	<b>Break</b>
2:45- 4:00	Private Site Exchange Team Meeting Overview of key project components, accomplishments to date, and challenges.
4:00- 5:30	End day one- Travel
<b>December 3, 2008</b>	
6:00	Site Exchange Team travels to Sanford DHHS
8:00 – 8:30	Day One Reflections/Goals for Day #2
8:30 – 10:00	Questions and Answers from Site Exchange Team
10:00 – 10:15	<b>Break</b>
10:15- 11:30	Private Site Exchange Team Meeting: Review & Discussion
11:30- 12:00	Site Exchange Team Action Planning Session
12:00- 5:00	Adjourn: Travel to home Region