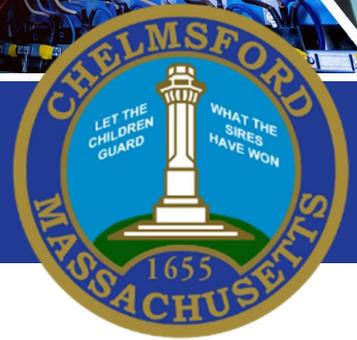




WORKFORCE DEVELOPMENT GUIDE

for the Business Community of Chelmsford



This guide is intended to provide useful information about the local, regional, state, and federal workforce development resources available to businesses in the Chelmsford area. Our goal is to assist employers with their immediate workforce development needs, including recruitment with personnel management and long-term labor force planning. The Town of Chelmsford's Business Development Office is ready to provide direct support at your request. **Contact us today!**

Chelmsford Business Development Office

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Our Economy is Growing

Middlesex County is comprised of 13 cities and 41 towns, including Chelmsford. Our workforce profile is the most impressive of the Commonwealth's 25 counties.

Located just 35 minutes and 31 miles from Boston, the Chelmsford labor shed area is teeming with a highly educated workforce supporting the growth of our local economy.

1.1 million jobs
in 2021



10,363 jobs

added over the last five years

Source: Lightcast

Job Growth in Middlesex County, 2016-2026



Source: Lightcast

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Chelmsford Business Association | chelmsfordbusiness.org

A group of nearly 300 member businesses that operate within the Town of Chelmsford. The Association's organization includes officers and a Board of Directors, which meets monthly. It was established in 1990 by a group of businesspeople whose goal was to address issues related to owning and operating a business in Chelmsford. The Association charges a membership fee and provides its member businesses with networking opportunities, promotion, advocacy, and information.

Chelmsford Ribbon Cutting Program

The Town of Chelmsford offers a free ribbon cutting program that welcomes new businesses into the community, celebrates business expansions, and other special congratulatory events. Services include a live-stream social media video of the event with ceremonial scissors, ribbon, stanchions, a certificate presentation signed by the Select Board and Town Officials, and more! The Town's Business Development Office takes care of all the details, including scheduling, preparing the invitation and the guest list, filming coordination, and more! This is a great way to introduce your business and announce the opening which will encourage interest and interaction leading to discussions and partnerships. To participate in this program, please contact us (see contact information on page 1 of this guide).

Job Fairs & Chelmsford Works!

MassHire works in close collaboration with the Town of Chelmsford's Business Development Office to offer an **annual job fair** that includes a Chelmsford-centric approach with a high-priority focus on local employer participation. All Chelmsford businesses are welcome to participate in this recruitment event and promote their job vacancies to area residents looking for work.

MassHire and the Chelmsford Business Development Office can also partner with your business to host a special **job recruitment event** promoting your open positions at Town Hall, which has conference rooms and a full-sized gymnasium and is located on the public bus route in a walkable central area with plenty of parking.

Chelmsford Works!, another collaborative effort between MassHire and the Chelmsford Business Development Office, occurs from noon to 7 pm on the last Tuesday of every month at Town Hall. At these events, staff from MassHire make themselves available to assist local job seekers and employers with job searches and recruitment efforts. Services include resume preparation, job search videos, interview training, and more. Drop in or call ahead.

Contact the Chelmsford Business Development Office for more information about any of these opportunities (contact information is on page 1 of this guide).



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SCORE-Northeast Massachusetts (Lowell) | nemassachusetts.score.org

Provides free mentoring services to local business owners. Whether you're just starting out, established, or ready to sell or retire, you can get confidential, business advice from expert advisors committed to helping you succeed. Meet face-to-face in one of our mentoring locations or connect with one of their online mentors.

Work Opportunities Unlimited (WOU) of Chelmsford | workopportunities.net

An innovative, progressive organization dedicated to identifying employment opportunities, overcoming barriers, and helping people of all abilities find jobs they love. Armed with an experienced and diverse workforce of dedicated professionals, the team at WOU has been producing successful employment outcomes for both workers and companies since 1982.

Regional & State

495/MetroWest Partnership | www.495partnership.org

A unique public-private collaboration between businesses, municipalities, and other stakeholders that prepares for and cultivates sustainable growth within its 36 partner communities (located southwest of Chelmsford). The partnership accomplishes this by coordinating, educating, and advocating for solutions to regional constraints and limited natural resources.

Center for Women & Enterprise (CWE) | www.cweonline.org

A nationally known nonprofit organization dedicated to helping anyone who identifies as a woman start and grow their businesses in Massachusetts, Rhode Island, New Hampshire, and Vermont. CWE also operates the Veterans Business Outreach Center of New England (VBOC of NE), which focuses on assisting veterans, active-duty service members, and their families with starting and growing their businesses. CWE is an inclusive economic empowerment organization. It helps women launch and grow their businesses by providing greater access to available resources, tools, and support.

Community Teamwork (Lowell) | www.commteam.org/how-we-help/finance-business/

A nonprofit community action agency, housing agency, and community development corporation serving the Greater Lowell area, including Chelmsford. Founded in 1965, Community Teamwork mobilizes resources and provides opportunities for low-income people to achieve stability, self-sufficiency, and success. Their programs span financial education, asset development, financial counseling, small business development, credit building and repair, free tax preparation, foreclosure prevention, and more. Community Teamwork provides small business development services that include technical assistance such as one-on-one counseling, workshops, training, and financial assistance through microlending.

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EforAll (Entrepreneurship for All) – Lowell | eforall.org

Accelerates economic and social impact in communities across the nation through inclusive entrepreneurship. With an office in Lowell, MA (Merrimack Valley), EforAll provides support, training, and advice on starting a new business and offers accelerator assistance, pitch contests, workshops, and much more.

Executive Office of Labor and Workforce Development (EOLWD) | www.mass.gov/orgs/executive-office-of-labor-and-workforce-development

Enhances the quality, diversity, and stability of Massachusetts' workforce by making available new opportunities and training, protecting the rights of workers, preventing workplace injuries and illnesses, ensuring that businesses are informed of all employment laws impacting them and their employees, providing temporary assistance when employment is interrupted, promoting labor-management partnerships and ensuring equal access to economic self-sufficiency and opportunity for all citizens of the Commonwealth.

Greater Lowell Chamber of Commerce | greaterlowellcc.org

Covering the communities of Billerica, Chelmsford, Dracut, Lowell, Tewksbury, Tyngsboro, and Westford, it provides member businesses with resources, advocacy, and information, along with networking and marketing opportunities.

MassBio (Massachusetts Biotechnology Council) | www.massbio.org/initiatives/bioready-communities

MassBio developed BioReady ratings for municipalities that submit details on their zoning practices and infrastructure capacity. Chelmsford has attained the highest bio-readiness rating achievable: Platinum.

The focus of these ratings is to help biotechnology companies find the most favorable destinations in the state and to enable the state and its cities and towns to effectively tell their stories to the biotechnology industry. The 84 BioReady-rated cities and towns, including Chelmsford, have made a commitment to the life sciences industry.

Massachusetts Department of Economic Research Labor Shed Data | lmi.dua.eol.mass.gov/lmi/MunicipalEmploymentData

Provides data on employment and wages for all cities and towns in the state on its website.

Massachusetts Growth Capital Corporation (MGCC) | www.empoweringsmallbusiness.org

Functions as a one-stop resource for debt financing for small businesses. It focuses on empowering low- and moderate-income entrepreneurs by providing technical assistance, education, and access to capital. Among its services is the Biz-M-Power crowdfunding matching grant program, which provides entrepreneurs with financial assistance for the acquisition, expansion, improvement, or lease of a facility; purchase or capital lease of equipment; or with meeting other capital needs.

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MassHire Greater Lowell Workforce Board | masshiregreaterlowell.com

→ [View Greater Lowell Monthly Labor Market Data](#)

Oversees and implements workforce development initiatives and activities within eight communities, including Chelmsford. The board acts as a catalyst to build relationships between employers, job seekers, trainers, funding sources, and targeted workforce development programs. Its focus is to create a skilled and educated workforce, meet the needs of area employers, and support and sustain economic development, business competitiveness, and job creation.

MassHire Job Board | masshirelowellcc.com/jobs

A weekly publication of posted vacancies in the Chelmsford area, including full- and part-time jobs and seasonal, temporary, and permanent opportunities.

MassHire Lowell Career Center | masshirelowellcc.com

Part of the Massachusetts One-Stop Career Center System serving the communities of Billerica, Chelmsford, Dracut, Dunstable, Lowell, Tewksbury, Tyngsborough, and Westford. The mission of the Lowell Career Center is to work closely with businesses to identify and meet their employment needs and provide job seekers with a wide range of job search and training services, including job fairs (see page 2 of this guide).

MassHire Summer Work Experience Program | masshirelowellcc.com/summerworksite23

Manages a summer work experience program, which helps provide valuable experience to young workers. Local businesses, nonprofits, or government agencies can contact the program to request a summer intern for a 6-8-week assignment.

MassHire Workforce Board Employer Services | masshiregreaterlowell.com/employers

Assists employers with workforce expansion and retention strategies and provides access to grants aimed at upgrading the skills of current workers. Other employer services include listing job openings, pre-screening applicants, and on-site recruitment. Affiliated with the Lowell Career Center.

MassMEP | massmep.org

Dedicated to helping small- to mid-sized manufacturers in Massachusetts grow and succeed. MassMEP leverages partnerships with government, business, and academic institutions to provide three core areas of expertise to its clients: operational excellence, workforce development strategies, and innovative growth solutions. It also offers workforce training grants.

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Northeast Advanced Manufacturing Consortium | namcnetwork.com

Works to develop a regional workforce pipeline that provides the skilled employees necessary for advanced manufacturing to remain globally competitive. This includes providing no-cost training to unemployed, underemployed, and inexperienced job seekers in a variety of manufacturing-related careers, including robotics, QC inspection, welding, electro mechanical assembly, and more.

Mass Workforce Association | massworkforce.com

A statewide membership association that provides a unified voice for the state's regionally-led workforce development system to ensure it is responsive to the dynamic demands of businesses, job seekers, incumbent workers, and youth throughout the Commonwealth.

Middlesex 3 Coalition | middlesex3.com

A member-based regional economic development organization that represents communities located along US Route 3 in Middlesex County, the coalition supports economic development, job growth and retention, tax base diversification, and an enhanced quality of life for residents. It helps member businesses by assisting with infrastructure and transportation projects, facilitating employment and workforce resources including grants and training programs, serving as a direct line to legislators, providing an introduction to business, municipal, and financial contacts, acting as a resource to review and streamline the permitting process, and aiding in identifying potential development sites.

Massachusetts Small Business Development Center (MSBDC) | www.msbdc.org

Provides free, confidential, one-to-one business advice and free or low-cost educational training programs to new and existing small businesses throughout the Commonwealth. The MSBDC fosters the startup, growth, and sustainability of small businesses by providing high-quality, in-depth advising, training, and access to capital.

Operation ABLE™ | operationable.net

A nonprofit organization that provides job seekers with training and employment services. Its mission is to empower job seekers, the underemployed, those in career transition, and military veterans who need job support services to re-enter the workforce. It offers a variety of services, including occupational and computer skills training, workshops, job search training and support, coaching, and counseling, and some training programs offer internships.

Shriver Job Corps Center | shriver.jobcorps.gov

Located in Devens, MA, the Job Corps Center provides free career training to youth and young adults in a variety of career pathways, including information technology, transportation, construction, health care, hospitality, automotive, finance/business, and security. Graduates are ready to start working immediately and employers can contact the center when relevant job opportunities arise to be matched with qualified applicants.

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Workforce Training Fund Program | workforcetrainingfund.org

Provides grant funding to Massachusetts businesses for training current and new employees. Middlesex Community College administers the program in the Chelmsford area. Free informational sessions about the program are scheduled regularly at Middlesex Community College. [Learn more.](#)

Education

Chelmsford High School Innovation Pathways Program | chs.chelmsfordschools.org/innovation-pathways-chelmsford-high-school/

The Innovation Pathways Program was developed to help expand career field exploration through technical education within Chelmsford High School. Students participating in the program get an in-depth look at an occupation of their choice, gain industry-recognized credentials in that area, engage in college and career planning activities, take college-level classes in preparation for career advancement, and participate in internships or a capstone project in their chosen field.

This program is looking to partner with local employers interested in offering internships to students within the fields of Business and Finance, Information Technology, Manufacturing, and Life Sciences.

Incompass Human Services | www.incompasshs.org

Provides a variety of services to individuals with developmental and intellectual disabilities in the Greater Lowell and Greater Lawrence areas, including employment services and job training and placement. They can support employers' diversity employment goals by providing skilled candidates trained in warehousing, assembly production, stocking, landscaping, building maintenance, fulfillment, customer service, and point of sale.

Lighthouse School | www.lighthouseschool.org

A nonprofit human services school serving the needs of students ages 3-22 with a wide array of disabilities. The school's services are designed to promote total life development, including resume writing and other job-seeking skills for graduating students.

Middlesex Community College | www.middlesex.mass.edu

In partnership with MassHire, the college partners with employers throughout Middlesex County to educate, train, and certify their employees in a variety of areas, including electricity, welding, pharmacy technician, robotics, CNC/machine operations, plumbing, and more. It also provides career training/community education courses for individuals of all ages as part of its regular curriculum.

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Nashoba Valley Technical High School | www.nashobatech.net

A public, four-year, career focused high school located in Westford that fosters academic, personal, and professional success for its students. The school provides specialized instruction in 20 industry-approved technical programs, personalized academic support, and leadership development opportunities.

University of Massachusetts-Lowell (UMass Lowell) | www.uml.edu

Located on a high-energy campus in the heart of a global community, the university offers more than 18,000 students bachelor's, master's, and doctoral degrees in five colleges. Students are more successful than ever thanks to accredited programs, a focus on hands-on learning, and personal attention from accomplished faculty and dedicated staff. Graduates are wanted and trusted by employers and graduate schools alike.

Federal

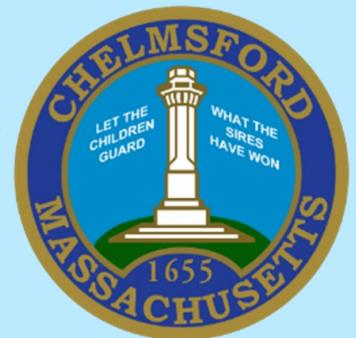
U.S. Bureau of Labor Statistics (BLS) | www.bls.gov

The principal federal agency responsible for measuring labor market activity, working conditions, and price changes in the economy. As an independent statistical agency, BLS serves its diverse user communities by providing products and services that are objective, timely, accurate, and relevant. [View data charts for Lowell-Billerica-Chelmsford, MA-NH.](#)

U.S. Small Business Administration (SBA) | www.sba.gov/business-guide

Offers many small-business loan and assistance programs, special outreach efforts, and initiatives to aid and inform small businesses. This includes business guides, funding programs, federal contracting, learning platforms, local assistance, disaster loans (home and business), and more. [The local office is in Boston.](#)

This guide is a living document that will be continually updated as programs and pathways become available to support the business community of Chelmsford. Be sure to check out our workforce profile for Middlesex County below. Above all, please stay engaged with the Chelmsford Business Development Office so that the Town can best meet the needs of its business community.



[View the Middlesex County Workforce Profile](#)