



Catherine Scherer. COURTESY PHOTO

Fair on Tuesday, June 21, from 4 - 6 p.m. at Sylvan Street Grille in Peabody.

The Northeast Arc is the second largest Arc in the country, serving 9,000 people in 190 Massachusetts cities and towns each year. The focus of the job fair is to find per diem employees, but full-time positions are also available. Available positions include: Day Habilitation (Direct Support), Residential (Direct Support), Van Drivers, Recreation Specialists, Per Diem ABA, and Per Diem BCBA.

Enjoy refreshments and enter raffles while learning more about the available jobs. See open positions at bit.ly/joinarcteam.

Supervisors' Connection on employee files

North Shore Community College will hold its June Supervisors' Connection, Employee Files: What & How to Document, on Wednesday, June 15, from 8-10 a.m. at NSCC's Corporate Training Solutions, 1 Ferncroft Road, DS106, Danvers.

Cost is \$39 per workshop.

As employers and managers there are many requirements about what

Working with millennials



Insight Performance, a human resources consulting and employee benefits firm, recently hosted a discussion with author Lauren Stiller Rikleen about Millennials in the work place as part of their Educational Conference Series. Rikleen shared insights from her book "You Raised Us-Now Work With Us," written to help a multigenerational workforce of Millennials, Gen Xers and Baby Boomers understand how to create a more effective and productive workforce. Pictured, from left, are Nancy Saperstone, Senior HR Business Partner at Insight Performance; Reilly Billian, HR Coordinator at Insight Performance; Lauren Stiller Rikleen, author of "You Raised Us-Now Work With Us"; Patty O'Neill Messer, HR Business Partner & Recruiting Specialist at Insight Performance; Darren Ambler, Managing Director, Employee Benefits at Insight Performance. COURTESY PHOTO

will cover the broad scope of an employee file and employee documentation. This will be a great foundation to do a full employee file audit.

NSCC's Supervisors' Connection is a give-and-take forum where supervisors and managers exchange information and ideas with colleagues from other industries.

To register or for more information, call 978-236-1240.

Windows 10 Upgrade Clinic

Have you been resisting or hesitating to upgrade your PC to Windows 10? If so, beat the heat, as well as Microsoft's July 30

to assist you the upgrade. Registration is limited, so sign up now. While NSCS membership is not required, People are urged to join now at <http://northshorecomputer.org/membership.html> if you value what the NSCS does, and if you want the NSCS to continue to fulfill their mission. You may also make a tax-deductible contribution.

Five join Arc board

The Northeast Arc, a not-for-profit organization that helps children and adults with disabilities become full participants in the community, has elected five new members to its Board of Directors.

■ Stephen Darr, Managing Director at Huron Consulting Group.

■ David Henry of Salem, Business Development with P/E Investments.

■ T.J. Winick of Andover, Vice President at Solomon McCown & Company.

■ David Woonton of Boxford, Executive Vice President at Century Bank.

"We are thrilled that Karen, Stephen, David, T.J. and David have all agreed to join our board of directors," said Jo Ann Simons, CEO, Northeast Arc. "The Northeast Arc has done a tremendous job supporting people with disabilities