TOOLS OF THE TRADE
A 5-part Webinar Series to Explore NCWWI Tools & Resources

Changing . . .
Leading . . .
Learning . . .
Facilitating a Workforce Development Planning and Assessment Process

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Explore NCWWI’s online Workforce Development Toolkit

Become familiar with steps in the planning and assessment process to determine needs and gaps

Explore the Facilitator’s Guide
Workforce Development Framework

To Support Staff and Advance Improved Outcomes for Children, Youth, & Families

Workforce Development Planning Process

1. Analyze Workforce Supply & Demand
2. Gather Data: Environmental Assessment
3. Identify Needs: Organizational Assessment
4. Identify Gaps
5. Close the Gaps: Implement Workforce Development Components
6. Monitor & Evaluate

Continuous Quality Improvement

Workforce Development Components

- VISION, MISSION, VALUES
- Leadership
- Community Context
- Organizational Environment
- Professional Development & Training
- Incentives & Work Conditions
- Recruitment, Screening & Selection
- Education & Professional Preparation
- Supervision & Performance Management
- Job Analysis & Position Requirements

Tools of the Trade #3 | June 26, 2018 | A Service of the Children’s Bureau
Root Cause
WDF Tool Kit
Well I caught it
Now what?
Interconnected Resources

Workforce Development Framework (WDF)

1. Identify Need: Organizational Assessment
2. Gather Data: Situational Assessment
3. Analyze Workforce Supply & Demand
4. Identify Gaps
5. Close the Gaps: Improve Workforce Development Components
6. Monitor & Evaluate

WDF Planning and Assessment Tool Kit

Facilitator’s Guide
Chapters

- Chapter 1: Introduction
- Chapter 2: Getting Ready
- Chapter 3: Planning Stage
- Chapter 4: Components and Strategies
- Chapter 5: Putting it all Together
- Chapter 6: Monitoring and Evaluation
- Chapter 7: Implementation and Sustainability
## Workforce development planning and assessment time frame

<table>
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<th>STAGE</th>
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<th>Exploring Components and Strategies Stage</th>
<th>Action Planning Stage</th>
<th>Monitoring and Evaluation Stage</th>
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<td>TIME FRAME</td>
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<td>Months 4–5</td>
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Each chapter provides:

- A Sample Agenda
- Suggested Activities
- Suggested Talking Points
- Suggested Handouts and Resources
Let’s check it out
Tools of the Trade Series

Previous Sessions:

- Finding the Right eResources on MyNCWWI
- How Supervisors, Trainers, and Faculty can use NCWWI Microlearnings

Coming up Next:

- Accessing Leadership Activities for Staff at all Levels (Jul 25, 2018)
- Implementing Leadership Training for Supervisors and Middle Managers (Aug 23, 2018)

Connect with us

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Thank You!

www.NCWWI.org

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