

Strategic Boards Toolkit: Driving the Strategic Focus of our Boards

Strategic Workforce Development Boards

Workforce Development Boards (WDBs) play a critical role in contributing to healthy regional economies that serve the needs of business and workers. WDBs function in multiple roles – as a steward of Federal and non-Federal funds, overseeing a host of operational systems and processes, and as the primary architects of the state’s overall workforce strategy.

The Strategic Boards Toolkit provides access to a wide variety of resources designed to improve and enhance the work of State and local boards looking for ideas and promising practices. It is intended to assist WDBs in becoming more strategic and effective, and equip them with the knowledge and tools needed to become key players in growing and sustaining regional economies. The toolkit will help boards at various stages of planning, as well as those that have already implemented important changes and are seeking new strategies to advance their work.

The resources and links to promising practices included in this toolkit are intended to assist boards in becoming more strategic and effective. All of the material is adapted from promising practices from workforce boards in the field, presented to and refined by regional, state, and local staff, and was guided by an ETA task force of national and regional workforce system stakeholders. The content has been segmented into four sections:

◆ [Advancing Vision, Creating Strategy, and Partnerships](#)

Resources in this section are designed to address these goals: creating vision and aligning major systemic changes; and effectively partnering and driving strategy

◆ [Implementing Effective System Operations](#)

Resources in this section are designed to address these goals: developing foundational documents; convening stakeholders to advance common goals; aligning across partner programs; building the capacity of all partners.

◆ [Measuring Board Success](#)

Resources in this section are designed to address these goals: evaluating systems and redesigning processes with the engagement of key partners and programs; demonstrating outcomes and return on investment to partners and businesses.

◆ [Understanding Board Requirements](#)

Resources in this section are designed to address these goals: providing boards with information about the goals of WIOA, and its impact; serving as a library of information on the changes from WIA to WIOA

Who should use the Strategic Boards Tool Kit?

State and Local Board staff, chairs, and particularly new members to boards can benefit from discussing processes for balancing the strategic and tactical work of the boards, planning for the successful development and implementation of policy related to WIOA, and ensuring that we are able to evaluate and improve upon our processes to ensure delivery of essential workforce services.

How should the Strategic Boards Tool Kit be used?

The Strategic Boards Tool Kit is intended to provoke thought, discussion, planning and action for the process of driving the strategic work of boards in planning for, and implementing, the vision of strategic Workforce Development Boards. It is intended to assist new board members and staff, as well as those that have already been working in the field for a length of time, but may be looking for promising practices in specific areas. As such, it has been structured to provide: downloadable informational and definitional documents by subject area, sample presentations, and outlines which can be provided to partners and Board Members; direct Links to specific content on other Innovation Opportunity Network (ION) site pages; and links to project area specific Quick Start Action Planners; customer centered design; work based learning; sector strategies and business engagement; as well as podcasts, case studies, and promising practices. It may also prove helpful for stakeholders looking to engage with boards in specific project areas.

The best results will be achieved by identifying a staff member or facilitator (internal or external to the group) who can review the site and identify the tools which might be most useful to the individual board based upon that board's specific level of development, or current project areas, who is able to determine how presentations or materials might be best integrated into future board, committee, or task force meetings. It can also serve as a repository or quick reference guide for any staff or board member looking to complete work on a specific topic.

Where do I find the Strategic Board Tool Kit?

The three sections for the Strategic Boards Tool Kit and this Facilitator Tip Sheet are housed in the **ION Community of Practice** on WorkforceGPS (https://ion.workforcegps.org/resources/2016/06/27/11/23/Strategic_Boards_Materials)



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